

# R I M A

## CONTACT

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## SKILLS

WORD + EXCEL ●●●●●

INDESIGN ●●●●○

ILLUSTRATOR ●●●●○

SKETCHUP ●●●●○

AUTOCAD ●●●●○

REVIT ●●●●○

PHOTOSHOP ●●●○○

DESIGN  
MANAGER ●●●○○

V-RAY ●●○○○

## INTERESTS

PAINTING

2D + 3D ART

FASHION

NBA BASKETBALL

DRUMMING

# B U T T O

## EXPERIENCE

### ANDRA BIRKERTS DESIGN

INTERIOR DESIGNER

OCT. 2022-PRESENT

JUNIOR DESIGNER

APRIL-OCT. 2022

- \* DRAFT + ILLUSTRATE DESIGN DRAWINGS INCLUDING FLOOR PLANS, ELEVATIONS + REFLECTED CEILING PLANS
- \* REGULARLY COORDINATE WITH ARCHITECTS, CONTRACTORS + VENDORS TO OVERSEE CLIENT PROJECTS
- \* UPDATE DRAWINGS, DOCUMENTS + 3D MODELS
- \* MANAGE PROJECTS INCLUDING CONDUCTING SITE VISITS, ORGANIZING INSTALLATIONS + RECORD KEEPING
- \* LEAD + PLAN PURCHASING EFFORTS FOR MULTI-BUILDING PROJECT WHILE ENSURING THOROUGHNESS + ACCURACY
- \* DESIGNED + IMPLEMENTED COMPANY-WIDE BUILDING SPECIFICATION GUIDE

### SPAZIO ROSSO

JUNIOR DESIGNER

2019-2021

STUDIO ASSISTANT

2017-2019

- \* CREATED PRESENTATION MATERIALS TO CLIENTS INCLUDING MATERIAL BOARDS, FF&E SELECTIONS & SURFACE MATERIALS
- \* RESEARCHED, SOURCED & SELECTED PROJECT MATERIALS FROM DESIGN CENTER SHOWROOMS & ONLINE VENDORS
- \* COORDINATED WITH VENDORS, SALES REPS + CONTRACTORS TO PURCHASE PRODUCT + DETERMINE PROJECT SCHEDULE TIMELINES
- \* ASSISTED IN LOGO REDESIGN + CREATED GRAPHICS FOR JUNIOR LEAGUE SHOWHOUSE
- \* DEvised + MAINTAINED RECORDS MANAGEMENT SYSTEM + WROTE EMPLOYEE HANDBOOK WITH DETAILED PROGRAM INSTRUCTIONS
- \* HANDLED ADMINISTRATIVE TASKS INCLUDING RECORDING TIME SHEETS + EXPENSE REPORTS

## EDUCATION

### SUFFOLK UNIVERSITY

MASTER OF ARTS, INTERIOR ARCHITECTURE

2017-2020

3D DESIGN AWARD, FIRST PRIZE

ACCREDITATION SHOWCASE: PROJECT SELECTION

SCHOOL OPEN HOUSE: PROJECT SELECTION DISPLAY

### BOSTON UNIVERSITY

BACHELOR OF SCIENCE, COMMUNICATION

2010-2014

MINOR IN PSYCHOLOGY

SUMMA CUM LAUDE