

## WORK EXPERIENCE

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### **LECATE DESIGN**

2020

#### INTERN

- Call fabric vendors and place sample orders
- Set appointments with clients
- Utilize various computer software
- Organize materials library
- Take note of inventory
- Create floorplan drafts, sketches, and materials boards
- Organize company schedule and run various errands

### **AMAZON**

2019-2020

#### SELLER

- Interacted with product suppliers
- Ordered inventory
- Sold products on Amazon.com
- Provided customer service
- Marketed and tested products
- Created facebook and Amazon Ads

### **HARMON'S**

2018

#### CASHIER/BAKERY

- Friendly customer service
- Assist customers with bakery orders
- Answer phone calls
- Supervise bakery associates
- Operate cash register
- Open/close bakery cafe

## SKILLS

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Drafting software: AutoCAD, Revit  
Adobe Creative Suite: Photoshop, Illustrator, InDesign, Premiere Pro  
Marketing  
Branding  
Communications  
Graphic Design  
Interior Design  
Sustainable Design (LEED)  
Facebook Advertising  
Amazon Sales  
Sales Experience: Amazon, Retail, cold-call, door-to-door  
Microsoft Office  
SketchUp  
Able to type 50+ wpm

## EDUCATION

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### **UTAH STATE UNIVERSITY**

2017-2021

BACHELORS OF INTERIOR ARCHITECTURE AND DESIGN

Major: Interior Architecture and Design

Minor: Art

GPA: 3.6

## ADDITIONAL INFORMATION

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Student member of ASID and IIDA

LEED Green Associate

Friendly and personable

Enjoy connecting with people and making them smile

Hobbies include: skiing, hiking, mountain biking, painting, cooking, and ballet

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