

Lindsey G. Anderson

lindseyganderson17@gmail.com • Saint Paul, MN • lindseyganderson.wix.com/designportfolio

Objective

To obtain a position at an Interior Design Firm where I will gain knowledge and experience through collaboration with co-workers and clients to develop innovative and creative solutions with the education I have received from North Dakota State University.

Education

North Dakota State University, Fargo ND

Bachelor of Science (CIDA Accredited Program): Interior Design; Minor: Apparel and Textiles

GPA: 3.2

New York City Study Tour- May 2013

European Study Tour (Paris, London, Amsterdam) - May 2015

Interior Design Summit in Denver, Colorado- June 2016

Activities

American Society of Interior Design, North Dakota State University Student Chapter, Member (2012-2016), Sophomore Membership Chair (2013-2014), Co-Chair of Special Events (2014-2016)

North Dakota Interior Designers Student Member 2014-2015

Design Skills

AutoCAD, 20-20, Sketch-up, Revit, Microsoft Word, Power Point & Excel, Photoshop, Illustrator, hand-rendering, hand-drafting, hand-sketching, folio creation, model building, Design Manager

Work Experience

Assistant Interior Designer | Bria Hammel Interiors | Saint Paul, Minnesota | May 2016-Present

- Efficiently project manage new construction, remodels, & decorating projects
- Create new vendor relationships & trade accounts
- Prepare client presentations & timelines
- Communicate with builders & contractors on a daily basis
- Product ordering, creating proposals & purchase orders
- Update studio inventory with current product
- Send project updates to clients
- Participate & aide in marketing and advertising campaigns

Intern | James Rixner Inc. | Manhattan, New York City | June 2015- August 2015

- Worked under certified interior designer
- Prepared client presentations
- Held meetings with product representatives
- Assisted in client meetings & site visits
- Gathered fabrics and finishes from showrooms in a timely manner
- Managed social media and advertising for the company

Intern | Floor To Ceiling Carpet One | Fargo, North Dakota | Spring 2014-Spring 2015

- Worked under NCIDQ certified interior designer
- Used 20-20 program in creating residential & commercial cabinetry designs
- Assisted with client meetings by providing organized summaries of each meeting
- Held meetings with client's one-on-one to discuss the progress of their project
- Aided in material selections, cabinet orders, budgeting, & site measurements
- Attended product training seminars on various lines of hard surface products, carpeting, & cabinetry lines
- Helped in organizing company advertising materials and events
- Co-ordinated store photography shoots

References

References available upon request