

MING SMITHSON

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INTERIOR DESIGN

EDUCATION

Harper College, Palatine, IL

Associate in Applied Science, Interior Design Degree

Expected Graduation May 20xx

Phi Theta Kappa

TECHNICAL SKILLS

Architectural CAD

Adobe Illustrator

Microsoft Word, PowerPoint and Excel

Photoshop

3-D Design Studio

EXPERIENCE

Careers at Design Within Reach, Chicago, IL

October 20xx to Present

Sales Associate

- Meet and greet customers and offer them beverages and catalogs
- Develop presentations for customers who want to see how products would look in their space
- Assist with organization of fabric swatch samples by keeping an accurate inventory of swatches on hand and placing timely replenishment orders
- Tag furniture on sales floors to ensure accurate vendor information and pricing
- Expand current knowledge base of designers and products and keep up on latest trends in design industry

La-Z-Boy Furniture Galleria, Oak Brook, IL

May 20xx to September 20xx

Intern

- Assisted Interior Designer in designing and creating comfortable and functional environments that represent the client's lifestyle, taste and budget
- Completed order information, collected deposits and fees and kept orderly customer records
- Participated in professional home consultations to present customized room designs including sample fabrics, furniture and accessory recommendations
- Maintained overall visual appearance and cleanliness of store including floor and showroom displays, tagging of products and cataloging design center fabrics and accessories

ACTIVITIES

Harper College Campus Activities Board

January 20xx to Present

National Kitchen and Bath Association (NKBA) ASID Student Chapter

September 20xx to Present

PROFESSIONAL MEMBERSHIPS

American Society of Interior Designers (ASID)