

## MING SMITHSON

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## INTERIOR DESIGN

### EDUCATION

Harper College, Palatine, IL

Associate in Applied Science: Interior Design

Expected Graduation May 20xx

Phi Theta Kappa

### TECHNICAL SKILLS

CAD Design

Adobe Illustrator

Photoshop

Microsoft Word, PowerPoint and Excel

### EXPERIENCE

Careers at Design Within Reach, Chicago, IL

August 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, Oakbrook, IL

January 20xx to May 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, Palatine, IL

NKBA (National Kitchen and Bath Association) ASID Student Chapter

20xx to Present

### PROFESSIONAL MEMEBERSHIPS

American Society of Interior Designers (ASID)