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## **OBJECTIVE**

To obtain an internship that allows me to gain experience in the interior design profession and further develop my knowledge and skills

## **EDUCATION**

North Dakota State University | Fargo, ND January 2014 – anticipated graduation May 2017

Bachelor of Science in Interior Design in CIDA Accredited Program

Minor in Business Administration GPA: 3.846 Dean's List (all semesters)

## University of North Dakota | Grand Forks, ND

**August 2013 – December 2013** 

Major in Business Administration GPA: 3.700 Dean's List

#### **TECHNICAL DESIGN PROFICIENCIES**

Google Sketch Up 2015, Auto CAD 2014, Microsoft Office 2015, Revit 2016, Proficient in hand drafting, hand rendering

#### **WORK EXPERIENCE**

## Garman Family | Casselton, ND Nanny

May 2011 - present

- Responsible for caring for six young children in home setting
- Utilize time management skills to provide transportation to and from activities ensuring all children are safe and on-time
- Develop creative indoor and outdoor activities to engage children in age appropriate activities

# Parks and Recreation | Casselton, ND Director Assistant

Summers 2012, 2013, 2014, 2015

- Ordered and maintained inventories for concessions, supplies, and equipment
- Updated website, created schedules, contacted coaches, parents, and vendors verbally & written
- Displayed excellent customer service at concession stands, beverage cart, and in the office
- Assisted in leadership in hosting baseball tournaments and events
- Maintained an attention to detail painting exteriors, interiors, and floors of buildings
- Contributed to the general maintenance of facilities including mowing, trimming, & washing
- Exhibited strong work ethic creating projects for myself to complete throughout the summers

## Clothes Mentor | Fargo, ND Sales Associate

October 2014 - May 2015

- Provided excellent verbal communication with customers in the floor and over the phone
- Guided customers in creating outfits using color, pattern, texture, and fit knowledge
- Cultivated flexibility and adaptability working on a team

#### **HONORS & ACTIVITIES**

NDSU Student Chapter of American Society of Interior Designers

January 2014 - present

- o Junior Class Representative
- o Executive & Entrepreneurial Leadership Forum
- North Dakota Interior Designer Student Member
- Salvation Army Bell Ringer | Fargo, ND
- Trinity Youth Bible Camp Counselor | Binford, ND

• North Dakota State Representative Peter Silbernagel

January - June 2014

December 2014 & 2015

Maintained website, created and updated social media

September 2014 - present

June 2015