

# Patricia Simon

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## **OBJECTIVE:**

Seeking opportunities in the Interior / Architectural field that will allow me to seek guidance in the design field. Exploring the possibilities of interior design such as knowledge of design techniques, space planning, lighting design, and understanding the work process with self-motivation, dedication, and hard work.

## **EDUCATION:**

The University of North Carolina at Greensboro – BFA in Interior Architecture Exp. Graduation Dec. 2022

Wake Technical Community College - Associate's in Architectural Technology Graduated May 2016

## **SKILLS:**

Computer Skills: Microsoft Software

Technical Skills: AutoCAD, Revit, Adobe Illustrator, and Sketchup

Bilingual: English (Fluent) and Spanish (Native)

## **EXPERIENCE:**

JM Hospitality Solutions

Interior Designer – Intern

November 2021 - Present

- Determine initial goals and requirements to meet clients' needs
- Consult with clients to select materials, furnishings, and décor.
- Create construction documents using Revit
- Use design applications to prepare and illustrate final plans.
- Knowledge of form, color, materials, and human factors
- Create FF&E specs

GMD Design Group of Carolinas

Residential Drafter – CAD Tech.

March 2018 – April 2020

- Utilized Revit and AutoCAD
- Interpreted sketches into software to make a preliminary design model
- Collaborated with team members to deliver projects
- Created solutions to design problems and generate design alternatives
- Managed CD sets per client with proper building codes

Crawford Sprinkler of Raleigh, INC.

Fire Protection Designer – Fire Alarm & Sprinkler Designer

August 2016 – March 2018

- Managed projects and designed a system per code
- Created bidding contracts and budgeted projects
- Provided weekly reports for project status
- Reached out to other trades to distribute a proper design throughout the process
- Delivered finalized drawings along with zone maps by a given deadline with proper closeouts

## **Volunteer:**

AIA Triangle Tour

- Volunteer / Shepherd – Residential Tours Fall 2015 – Spring 2018
  - Reach out to homeowners and gather information or concerns and extend information to volunteers and committee members
  - Guide visitors during tour day and help answer any questions about the design layout
  - Handout proper gear during tour day
- Tour Committee Spring 2018 – Spring 2020

- Network and advertise the tour
- Presented in monthly meetings
- Promote tours by utilizing social media platforms to reach local communities

Universal Furniture

October 2021

Assist Universal's Marketing and Sales Team

- Showroom Tour Support
- Fabric Room Support
- Social Media Support

NAWIC – National Association of Women in Construction

July 2018 – 2019

Explore construction opportunities for women and network with empowering leaders in the RDU area.

Habitat for Humanity

Fall 2016

Volunteered in the Rock Query community through Wake Tech and helped build homes for community members in need.

## Other

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