

MONICA VALENTE HARRISS

Mobile (914) 844-7836 ❖ Email Archillogical@gmail.com

PROFESSIONAL EXPERIENCE

Marriott International – Remote

Senior Design Manager: June 2017 - present

(Courtyard, Fairfield Inn & Suites, Four Points, Residence Inn, Springhill Suites, TownePlace Suites, Renaissance, Autograph Hotel, Tribute Portfolio, Westin, Le Meridien, Aloft, AC Hotels, Element, Moxy)

- Manage 80+ projects through schedules, budgets, and quality standards.
- Support franchisees and ownership groups in new build, renovation, and conversion properties through design reviews and brand alignment.
- Engage with design consultants and procurement agencies to review and approve architectural plans and construction buildouts.
- Identify brand selection through a number of data points such as comp set analysis and ROI.

Amenta/Emma Architects - Stamford, CT

Director of Project Management: November 2015 – June 2017

- Oversee financial management, planning, systems and controls for 11-person office.
- Prepare reports, maintain estimates, track invoices, submittals, work orders and evaluate punch lists for close out.
- Review and interpret architectural interior design drawings, contract documents and submittals.
- Improve operational systems, processes and policies in support of organizations mission - support better management reporting, information flow, business process and organizational planning.

Bavier Design - Stamford, CT; **Perkins Eastman Architects** - Stamford, CT; **Pratt Design Incubator** – Brooklyn, NY

Consultant: September 2013-November 2015

Urban Planning, Corporate Interiors, Hospitality, Healthcare, Education, Non-profit

- Applied skill in visual, written, and verbal design communication.
- Prepared furniture system packages, ancillary furnishings and millwork detailing.
- Researched, drafted and presented recommendations for *2025 Stamford Master Plan*.

Cooper Hewitt, National Design Museum, New York, NY

Program Manager: Full-time, April 2009 – April 2013

National Design Initiatives

- Developed cross-disciplinary education initiatives for local, national and international design forums.
- Managed fiscal tasks through budgeting, accounts management, payroll, financial reporting and recordkeeping.
- Created and executed 15 multi-city conferences (300-800 attendees) to educate and empower through design.

ZdM Design Studio, Greenwich, CT

Associate Director: Full-time May 2008 – April 2009. *Consultant:* April 2009- June 2011

High-end Residential, Corporate Interiors, Office and Retail, Hospitality

- Produced templates for proposals, fee negotiations and contracts.
- Managed scheduling, budgeting, staffing, project set up with sub-consultants, vendors and contractors.
- Planned strategic partnerships through marketing and business development initiatives.

EDUCATION

Hunter College, New York, NY

Masters of Urban Affairs, Sept. 2007 - May 2009

Pratt Institute, Brooklyn, NY

Bachelor of Architecture, Sept. 1999 - May 2004

SKILLS

Microsoft Office (Word, Excel, and PowerPoint), AutoCAD LT, Bluebeam, iWorks, Microsoft Project, Google Suite, Salesforce, Oasis, Lobo, Adobe Creative Suite (Photoshop, InDesign, Illustrator), Procore. Fluent proficiency in spoken and written Spanish and Italian.

CERTIFICATIONS AND AWARDS

2022 Marriott International Design Excellence Award for Collaboration
In process; PMP, OSHA, LEED Certification

REFERENCES

Gus Escobar
Vice President, Lifestyle Full Service, Global Design Americas
Marriott International
Telephone: (305) 505-4599
Email: gusesc56@gmail.com

Alejandro Knopoff
Vornado Realty Trust (Former Associate Principal, Perkins Eastman Architects)
Telephone: (203) 202-4422
Email: aknopoff@gmail.com