

Tod Boozé

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Interior Designer | Account Executive

Sales | Account Management | Interior Design | Material Procurement | Creative Designs | Budgeting | Business Development

PROFESSIONAL SUMMARY

Dynamic and highly motivated interior design and sales professional with proven experience in generating new business opportunities by building strong relationships with existing customers. Passionate in knowing what new materials, products, and people to work with for project completion. Known as a top performing designer – consistently demonstrating expertise in cultivating relationships to close sales. Proven skills in leveraging product knowledge – selling and promoting offerings while displaying a thorough understanding of product features, benefits, and pricing differences. Experience as a sales generator in all market conditions. Intelligent, articulate, and driven to succeed while prioritizing and managing leads and opportunities.

AREAS OF EXPERTISE

Sales Presentations | Consultative Selling | Account Planning | Solution Selling | Technical Product Sales | Graphic Design | Space Planning | Home Staging | Architectural Interiors | Real Estate Staging | Modern Furniture | Move Management | Concept Development | Interior Design Expertise | Sales Execution | Customer Service | Solutions Specialist

WORK EXPERIENCE

Premier Project Management **November 2022 – November 2023**
Design Architectural Staff Leader – Dallas/Fort Worth Area

Oversaw the implementation of architectural production and design during the construction phase. Addressed and resolved design-related issues that arose during construction, applying a positive attitude with the ability to adapt to changing needs.

- Collaborated with project managers and stakeholders to understand design goals and requirements. Participated in the development of project plans, timelines, and budgets. Conceptualized and developed new interior designs.
- Led in transferring and prioritizing new business leads and opportunities to drive successful sales outcomes.
- Partnered with external sales team, contributing to a cohesive and supportive environment to address client needs.

Job Captain – Interior Design / Architectural Design **February 2019 – November 2022**
Premier Project Management – Dallas/Fort Worth Area

- Monitored project budgets related to design, adjusting as necessary to stay within financial constraints. Fostered clear communication within the design team and stakeholders. Conveyed design concepts through presentations.
- Experienced in solving customer problems, demonstrating a firm commitment to customer success and retention.
- Maintained comprehensive project documentation, including design decisions, specifications, and correspondence.

Interior Designer **January 2018 – January 2019**
LEO A DALY – Dallas, TX

Collaborated with architects, engineers, and other professionals to integrate interior design concepts into overall project plans. Worked closely with clients and project teams to understand goals, requirements, and design preferences.

- Developed and implemented effective space plans that optimized functionality and flowed within interior spaces.
- Selected materials, finishes, furnishings, and fixtures that aligned the design concept and met client expectations.

Projects:

- Ritz Carlton - Grande Lakes – Orlando, Mandarin Oriental Hotel - Jeddah Corniche, KSA, and Embassy Suites - San Juan.

Senior Interior Designer (Contract) **April 2016 – January 2018**
Remington Hotels – Dallas, TX

Provided cost estimates, monitored expenditures, and made strategic design decisions to stay within financial constraints.

- Oversaw the creation of detailed construction documents, drawings, and specifications – ensuring accuracy and compliance with industry standards and regulations. Efficiently facilitated the entire construction process.

Projects:

- Ritz Carlton – St. Thomas, VI and Atlanta; Hotel Indigo – Atlanta; Pier House – Key West, FL; Sofitel – Chicago, IL; Courtyard – Philadelphia, PA; San Francisco, CA and Arlington, VA; and Embassy Suites – California and Arlington VA.

Senior Interior Designer / Project Manager
Harris Design Inc. – Dallas, TX

September 2007 – August 2015

Engaged in a wide spectrum of client interactions, ensuring harmonious collaboration that translated design visions into reality.

- Led end-to-end project lifecycle management, seamlessly navigating all project phases from initial conceptualization to construction administration, serving as the authoritative figure in project management and presentation.
- Cultivated and strengthened customer relationships through exceptional communication skills, ensuring a high level of satisfaction and loyalty. Used sales skills to expand customer base by actively identifying and pursuing new business opportunities, showcasing a strategic and growth-oriented approach to account management.
- Collaborated with clients to identify their specific needs and preferences, translating them into tailored design solutions that contributed to increased sales through customer satisfaction and word-of-mouth recommendations.
- 2014 - FF&E responsible for \$2.5M+, 2013 - FF&E responsible for \$2.5M+, 2012 - FF&E responsible for \$8.2M+.

Owner

September 2007 – April 2013

Jewel Family Care Homes – Lakewood, TX

Oversaw all aspects of operations, sales, and business development including budgeting, financial management, and resource allocation. Implemented efficient systems and processes to enhance the overall operational effectiveness of care homes.

- Drove sales growth by showcasing the unique value propositions of Jewel Family Care Homes, converting on leads.
- Provided leadership in taking full initiative in evaluation, development, and implementation of new business opportunities by building long-lasting business relationships with referral sources in the community.
- Effectively conducted and supported marketing efforts to increase referrals. Maintained positive public relations through participation in networking events. Developed and maintained strong client relationships, leveraging a deep understanding of care home services to meet and exceed expectations, resulting in repeat referrals.

Project Manager

May 2006 – June 2007

Jones Commercial Interiors (JCI) – Dallas, TX

Navigated the project management landscape related to commercial interiors, showcasing sales and design leadership and astute decision-making capabilities while ensuring projects met and exceeded client expectations.

- Orchestrated the seamless progression of projects through their entire life cycle, demonstrating proficiency in overseeing all phases from the initial conceptualization through the execution of Construction Administration, showcasing expertise in design development and Construction Documents.

Interior Designer

December 2003 – May 2006

Jonathan Bailey Associates

Applied specialized interior design skills to provide leadership in project presentations that captivated audiences, effectively communicating design concepts for diverse projects that spanned healthcare, senior living, and high-end residential spaces.

- Elevated the design experience in high-end residential projects, infusing luxury and sophistication into spaces through meticulous attention to detail, premium material selection, and outstanding design solutions.

Store Sales Manager

January 2003 – December 2003

The Barking Frog Imports - Dallas/Fort Worth Area

Optimized sales contributions and took advantage of professional development/career progression opportunities, and accepted additional duties with increased accountabilities. Grew teams – consistently coaching while increasing store sales.

- Managed innovative retail sales strategies, new product marketing, account management, and sales planning.
- Conducted and supported in-store sales efforts to increase sales from existing clients. Developed and implemented sales training programs that were successful. Handled talent development programs covering retail sales techniques.
- Provided timely customer service to maintain strong relationships for future business and referrals purposes.

EDUCATION

Bachelor of Interior Design – Architecture – University of Oklahoma
Fashion/Apparel Design Coursework – Oklahoma State University