



MONICA COLEMAN

INTERIOR DESIGNER, NEWH

EXPERIENCE

Interior Designer II / Shelter Architecture / July 2020 - Current

- Worked on Residential and Commercial Projects during various phases Schematic Design, Design Development and FF&E Specification
- Utilized Revit + BIM 360 to produced DD and CD sets
- Managed the Interiors rep event calendar/organize events and the Interiors Resource Library
- Engaged with clients on Zoom meetings

Interior Designer I - Hospitality Team / DLR Group / June 2017 - April 2020

- Worked on the Hospitality Design Team in the North Central Region.
- Engaged in numerous luxury hospitality projects locally and nationally during various phases; Kick-Off, Schematic Design, Design Development, Construction Documents, and Construction Administration
- Produced Design Presentations, FF&E Specification Packages, Construction Sets
- Utilized Revit + BIM 360 to produced DD and CD sets
- Managed and created new FF&E specification templates for firm new standard
- Provided training sessions for spec writing program and packages

Interior Design Intern / Shea Inc. / November 2016 - June 2017

- Produced Space Plans, Finish and Furniture Plans for Schematic Design, Design Development and Construction Documents phases
- Engaged with clients at in-person design meetings
- Utilized AutoCAD and Revit for Space Planning, Furniture and Finish Plans
- Utilized Adobe Suite and SketchUp for visualization in Schematic and Design Development Presentations

Interior Designer I / RSP Architects / May 2016 - November 2016

- Worked on TI Corporate projects during various phases; Kick-Off, Programming, Space Planning, and Construction Documents
- Produced Space Plans, Finish and Furniture Plans and Allocation Plans; along with Design Development Presentations
- Utilized AutoCAD and Revit for Space Planning, Furniture and Finish Plans
- Utilized InDesign and Photoshop for visualization in Design Development Presentations and Allocation Plans

Interior Design Intern / Mohagen Hansen Architecture + Interiors / January 2016 - April 2016

- Managed the materials resource library, attended weekly vendor meetings and developed material/furniture finishes packets
- Utilized Photoshop and SketchUp for visualization of renderings of plans and elevations
- Produced construction documents and verified code with architects/interior designers
- Attended and assisted Interiors staff with as-builds, punch lists, and client meetings

PROFESSIONAL MEMBERSHIPS

NEWH The Hospitality Industry Network / Fundraising Chair / Minneapolis, MN / 2018 - Current

- Assist and organize events with the board, attended monthly meetings
- Planned Annual Fundraiser, Track Finances and Manage Sponsorships.

EDUCATION

BFA Interior Design, May 2016
CIDA Accreditation
Ringling College of Art + Design
Sarasota, FL

BIO

Hello, my name is Monica Coleman, I am an Interior Designer with 4 years of experience in the Architecture and Planning Industry. I have worked on a variety of hospitality and workplace projects, located nationally and locally. Project types included salons, boutique hotels, branded hotels, casino's, workplace, residential and multi-family housing. Check out my portfolio to see my skills, some of my work and experience.

Notable Projects

Canopy By Hilton Minneapolis
Surety Hotel, Des Moines, IA
PARA Salon, St. Paul, MN
Doran Aria Apartments, Edina MN

SKILLS

Revit + BIM 360	● ● ● ●
Adobe Suite	● ● ● ●
Spexx	● ● ●
Designer Pages Pro	● ● ●
Bluebeam	● ● ●
SketchUp + Vray	● ● ●
Mac Operating System	● ● ● ● ●
Microsoft Office	● ● ● ● ●
Google Application	● ● ● ● ●

CONTACT

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