

R A C H E L E S S

INTERIOR DESIGN PROJECT MANAGEMENT

CONTACT

314 825 9110 RACHELESS95@GMAIL.COM

PORTFOLIO: studioessinteriordesign.com

SOCIAL MEDIA

- : @FLORALANDFANCYFREE
- in : LINKEDIN.COM/IN/RACHELESS

INTERESTS

- 📮 ANTIQUING
- 📮 CAMPING
- F GARDENING

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Driven by motivation and a strong work ethic, I am dedicated to making a positive impact on the world through design. My design philosophy is carefully woven with intention, as I collaborate directly with clients to uncover their needs, taste, and everyday lifestyle through innovative design techniques. The outcome is a unique space that not only reflects my clients' personalities but also breathes life into their surroundings, capturing the essence of who they are within the fabric of their living spaces.

EXPERIENCE

INTERIOR DESIGNER

WORKING SPACES | DEC 2021- PRESENT

- Curating a selection of furniture, fabrics, and finishes from diverse manufacturer partners tailored to meet clients' specific needs
- Generating technical drawings, installation documents, and comprehensive space planning to ensure seamless project execution
- Creating and leading all client meetings/presentations
- Keeping relevant on all vendor updates, trends, etc.
- Leading our internal team through the project from start to finish
- Building and maintaining vendor and client relationships

PROJECT MANAGER + INTERIOR DESIGNER

SAVVY DESIGN GROUP | OCT 2017 - DEC 2021

- Curating a selection of furniture, fabrics, and finishes from diverse manufacturer partners tailored to meet clients' specific needs
- Generating technical drawings, installation documents, and comprehensive space planning to ensure seamless project execution
- Developing and maintaining relationships with vendors
- Creating proposals, purchase orders, and invoices
 Pricing, ordering, managing, and tracking all furniture/material sales
- Scheduling and managing sub-contractors + installations
- Directing/styling photoshoots

EDUCATION

BACHELOR OF SCIENCE, MAJOR IN INTERIOR DESIGN MINOR IN CONSTRUCTION MANAGEMENT

• MISSOURI STATE UNIVERSITY

SKILLS

- AutoCAD + Revit
- Microsoft Office Suite

• SketchUp

- IVY PM Software
 - CET Configura

Photoshop