

- Provided all the technical and illustrative drawings and plans for given projects.
- Facilitated the specifying, ordering and installation of all interior furnishings, finishes and construction for given projects.

1995-1997 Drafter Crossan-Raimato Land Surveyors, West Grove, PA

- Drafting of site plans, subdivisions and other drawings pertaining to land surveying.
- General office management and administrative responsibilities.

1992-1994 Admin. Asst. to VP of Marketing Key Federal Operations, Havre de Grace, MD

- Developed and tracked advertising and marketing promotions of the Key Federal products.
- Liaison with advertising and public relations agencies to create ad campaigns for print, radio and television to promote the Key Federal products.

System Administrator, Marketing Department

- Provided all the technical computer support to maintain the computer database system of customer files and scripting in the marketing and telemarketing departments.
- Wrote UNIX based software programs to track the effectiveness of advertising campaigns.

1986-1991 Interior Designer & Illustrator Atlantic Aviation Corporation, New Castle, DE

- Interior design and space planning of corporate aircraft such as Gulfstream, Canadair, Westwind, Falcon Jet, British Aerospace. Interacted with clients including CEO's, wealthy individual owners, Chief Pilots, and Maintenance Departments.
- Specified and designed interior furnishings and finishes to create beautiful and functional aircraft interiors that conformed to the client's specifications and the FAA regulations. Airplanes were gutted to the frames and renovated.
- Designed the exterior graphics and paint schemes of the aircraft.
- Communicated designs directly with the in-house management, sales and trades including, machine shops, upholstery, cabinet-making, avionics, paint, fiberglass/plastics and maintenance departments.

EDUCATION

- B.S., Human Resources, major: Interior Design, University of Delaware, Newark, DE, 1985.
- Paris-American Academy, Paris France, “French Influence on American Interior and Fashion Design, semester course 1985.
- Various continuing education courses in art and design at Philadelphia College of Art, the University of Delaware, and Rhode Island School of Design.
- Technical proficiency in IMSI TurboCAD drafting software, Microsoft Word, Excel, Publisher, Quickbooks. Experienced in AutoCAD and UNIX based drafting software.

COMMUNITY OUTREACH / PUBLICATION

- Mentoring to interior design students at the Boston Architectural College by participating in Portfolio Review and as a Thesis Representative to Interior Design graduate students (2005 – present).
- Children’s Museum SECT Showhouse 2004. Designed a child’s playroom, which was published in the book Designer Showcase by Schiffer Publishing, 2006.
- Several articles in The Day newspaper magazine “Marketplace”. “Room for Romance”, by Eileen Jenkins, 2/3/2008, “No Gray Cubicles Here” by Katrina Gathers, 9/10/2006.
- Various public speaking engagements to promote the understanding and awareness of interior design.

INTERESTS

North Stonington Garden Club, assistant leader for local Brownies troop, certified SCUBA diver, Private Pilot license, gardening, hiking, drawing, traveling, cooking, boating, canoeing, antiquing.