

Shirley Holden
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Having worked in various industries within the Interior Design/Architectural/Construction arenas since 1978. Successfully completed my Interior Design education at Ray Vogue School of Design formerly located on the Magnificent Mile in Chicago (now Illinois Institute of Art) I possess excellent communication skills, organizational experience, project management, and the leadership background necessary to work with vendors, clients, contractors, builders, and other design professionals in the industry. My most recent conferences, HD 2016 in Las Vegas Nevada and the NKBA Kitchen and Bath Conference, 2016 in Las Vegas, Nevada.

EDUCATION

Coldwell Banker School of Real Estate, Lansing, Illinois
Illinois Real Estate Sales Course

Ray Vogue School of Design, Chicago Illinois
Diploma - Major: Interior Design

Platt College, San Diego California
Diploma - Major: Architectural Design & Drafting

Platt College, San Diego California
Diploma - Major: Architectural Blueprinting, LISP Programming; DOS, C++

DESIGN EXPERIENCE

Retail – Residential Furnishings

Walter E. Smithe

October 2015 to present

Independent Designer

Retail - Home Improvement

Store Design Consultant 2005-2006

The Home Depot USA

Demonstrated a high level of customer service by working with clients to coordinate and create design projects, renovations, remodels, and new construction, kitchen and bath sales. Provided design expertise and excellent product and procedural knowledge to facilitate multiple sales from all Home Depot departments. Assessed customer needs, guided customer decisions, evaluated scope of project, integrated information into a design layout, and resolved design issues. Focusing on the entire project allowed me the opportunity to serve as the professional point of contact for customers - building equity and long-term relationships to maximize the sales and repeat business.

Hospitality – Hotel FF&E Procurement

Project Manager/Expeditor 2004-2005

Sanderson Employment Agency

Albuquerque, New Mexico

Temporary assignment working for a local design firm whose thrust is Hospitality.

- Oversaw completion of 3 hotel projects with FF&E budgets ranging from 500K - 1M
- Aided in the selection of hotel furnishings & finishes, as well as space planning.
- Selected artwork and accessories.

- Created and updated finish specifications and schedules.
- Secured two additional hotel FF&E contracts during tenure, including preparation of proposal and color boards for client presentation and approval.
- Worked with owner/operator and architect to meet design parameters and budget.
- Collaborated with lighting manufacturers in the design of fixtures to meet design and industry standards.
- Analyzed and approved finish samples to comply with Hotel design concept and code.
- Oversaw selection of furniture, fabric, window treatments, and lighting.
- Assisted Junior Designers in the design process.
- Updated company data base.
- Worked with vendors and manufacturers for Hotel Standards compliance.
- Generated proposals, cost analysis, purchase orders, and contracts using Design Pro V6 software.

Retail – Interior Decorating & Home Furnishings

Interior Designer 1998-2005

Thomasville Home Furnishings

Albuquerque, New Mexico

- Assessed customer interior design needs and developed creative master plan to meet needs.
- Made in-home visits as necessary to assess and fulfill customer needs.
- Sold custom furniture, custom kitchens, and accessories.
- Continued professional development by joining professional associations and attending industry shows.

Industry – Kitchen & Bath

Design Consultant/Kitchen & Bath Designer 1996-1998

Davis Kitchens

Davis Studios

Albuquerque, New Mexico

- Planned, designed, and sold high end residential kitchens.
- Produced floor plans, elevations, and sections using AutoCAD and 20/20 software.
- Collaborated with city inspectors for code compliance as needed to complete plumbing, electrical, and ADA retrofits.
- Met with manufacturers' representatives to learn about current industry updates and trends.

Industry – Residential & Contract

Senior Kitchen & Bath Designer 1994-1996

Town House Custom Cabinets

Albuquerque, New Mexico

- Planned, designed, and sold high end residential kitchens and appliances.
- Planned, designed, and sold commercial cabinetry and kitchens in an institutional setting.
- Produced floor plans, elevations, and sections using hand drafting and 20/20 software.
- Custom designed cabinetry, entertainment systems, and wall units for manufacture.
- Maintained showroom library.

Industry – Home & Garden

Project Manager/Lead Designer 1994-1996

Albuquerque Home and Garden Show

Albuquerque, New Mexico

- Oversaw construction of the Design Center, a resource area targeting Custom homebuilders and consumers looking to build or remodel.
- Secured architects, custom window fabricators, high end furnishing establishments, and other design professionals to exhibit products and services in the Design Center.
- Worked with the City Planning Department and Water Conservation Departments in providing workshops and seminars to the show attendees.
- Scheduled design forums and seminars.
- Provided design advice and education for show attendees.

Industry – Publishing: Interior Design & Home Remodeling

Columnist, 1993-1994

New Mexico Homeowners Magazine

Albuquerque, New Mexico

- Writer of the Interiors column for a local magazine.
- Provided interior decorating education and design advice to the Albuquerque community.

Industry – Publishing: Interior Design & Architecture

Vice-President, American Institute of Architectural Students (AIAS)

Publisher & Editor, Architectural Times

San Diego Mesa College 1990-1992

San Diego, California

- Provided Administrative Support to the President of AIAS.
- Responsibilities included data base creation & management, fundraising, and campus coordinator for students majoring in the architectural and design fields.
- Founded a campus newspaper relating to serve as a liaison between the design professionals and students. Secured funding through advertising sales and local sponsorship.

Industry – Residential Development

Interior Designer, Model Home Division 1988-1992

Sue Asher Design

Mira Mesa, California

- Oversaw the Model Home Division in conceptual design, planning, ordering, and installation of interior furnishings, accessories, lighting, flooring, window treatments, and artwork.
- Produced floor plans and elevations.
- Successfully bid on the flooring retrofit of the Admiral Kidd Club located on the Naval Air Base in San Diego, California.

Industry – Residential Home Building

Interior Designer/Interior Decorator/Architectural Specifier 1980-1986

Scottsdale, AZ

- Worked for several companies in the Scottsdale/Tempe/Mesa Arizona areas.
- Duties included specifying architectural interior finishes and custom cabinetry for high end custom homes 750k & above.
- Estimated cabinetry, flooring, windows, appliances, and wall finishes for custom homes.
- Free lanced as a designer for a period of two years while in Scottsdale, AZ.

Industry: Residential & Commercial Design

Senior Designer - Custom Decorating Showroom Manager 1975-1981

Montgomery Ward

Chicago, IL and Phoenix, AZ

- Provided design advice to clients both residential and commercial in the Greater Chicago land area.
- Designed, sketched and fabricated elaborate custom window coverings often period in concept.
- Sold residential and contract furnishings, flooring, window coverings, and accessories by appointment only.
- Became lead designer in the Phoenix area, overseeing the management of the Decorating Studio.
- Maintained showroom Library while working with wall covering representatives, furniture, flooring, and accessory vendors.
- Served as a buyer of accessories for the Decorating Studio.
- Managed a staff of 5 decorators.
- Scheduler
- Maintained referral database.
- Maintained inventory of libraries, wall coverings, and accessories.
- Maintained showroom library.
- Worked with vendors and manufacturers reps.