Seattle, WA • (206) 425-5891 Jeffjones@spu.edu ● www.linkedin.com/in/jeffjones

Qualifications

- Broad knowledge of interior design based on 2 years of experience and several class projects
- Exceptional customer service skills cultivated though employment at several showrooms
- Well versed in proper office etiquette from working in professional settings
- Excellent organization skills, able to prioritize and streamline operations
- Skilled in Auto CAD, hand drafting, lighting design and Microsoft Office Suite
- Leadership experience developed though serving as President of ASID Student Chapter

Education

Bachelor of Arts in Interior Design

Seattle Pacific University, Seattle, WA

June 2020

Fall 2019

2019-Present

 GPA 3.8, Dean's List, Trustees Scholar Award, Ivy Honorary Mortar Board, Beta Gamma Sigma Study Abroad

University of Torino, School of Business and Management, Torino, Italy

- Completed 18 credits of design, business and management classes, maintained a GPA of 3.7
- · Learned effective ways of reaching an objective through communication that permeated cultural and language barriers
- Provided greater appreciation and understanding of cultures across Europe and increased self-awareness

Experience

Interior Design Intern

Richards Interiors, Seattle, WA

- Drafted furniture layout for a high-end residential space
- Assisted the Owner in selection of interior color and fabric samples
- Scheduled the delivery and pickup of client furniture orders
- Processed and organized finish samples within the resource library
- Organized and structured the filing system of purchase orders

President 2018-2019

American Society of Interior Designers, Student Chapter, Seattle Pacific University, Seattle, WA

- Planned monthly chapter meeting with over 15 students and professionals in attendance
- Attended ASID's 6th Annual Student Mentoring Week at Interior Planning Design Inc. in Seattle, WA

Assistant Store Manager

2017-2018

Restoration Hardware, Seattle, WA

- Coordinated and manager 6 week complete store remodel
- Performed 1-1 designed consultations with clients and maintained visual displays of 7,000SF retail space
- Collaborated with co-workers and 20 employee staff to devise innovative solutions to increase revenue

Merchandising Associate

Crate and Barrel, Seattle, WA

Summers 2017-2018

- Assisted with store displays, lighting, painting and product placements
- Stocked displays and products shelves for inventory purposes

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Chair of Membership, Ivy Mortar Board Small Group Leader, BSF

2019 Vice President, Salsa Club SPU Volleyball Team Captain, SPU 2018

2018-2019 2018-2019