

gabriela rodriguez santos

interior designer

Education

Kean University
BFA Interior Design | CIDA Accredited | 2019
Michael Graves College of Architecture & Design

Experience

Plan Architecture **Interior Design Intern | 2019 - Present**

Act as a liaison between clients and Design Director
Supervised installations and followed up on purchase orders
Schedule deliveries and logistics for projects
Create budget and programs for project requirements

Atlas Marble and Granite **Sales Assistant | 2018 - 2019**

Serve as a primary liaison between and clients
Guide clients through material selection process
Contact point from fabrication through completion
Photograph completed installation for company's portfolio

Kean University **Office of Residential Student Services**

Resident Assistant | 2016 - 2018

Facilitate social, academic, and personal adjustment to the university
Assist in supervision of Residence Halls, including safety and security
Promote communal values and positive relations throughout the Residence Halls
Student Representative

Student Event Coordinator | 2016 - 2018

Coordinate programs and events to build community in the Residence Halls
Collaborate with Resident Assistants, residents and organizations
Construct a rotating schedule to accommodate student employees
Conduct training sessions

Student Leadership Council | 2017 - 2018

Student representative in meetings held by the Vice-President of Student Affairs
Voice student concerns with other student leaders of Kean University
Create solutions to improve student life

Involvement

Thinking Creatively Conference | 2016 - 2019
The Charratte 2019 - 1st Place Winner
Michael Graves College Lecture Series
Dean's List | 2016 - 2019
Lamda Alpha Sigma Honor Society

Contact

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Knowledge

Concept Development
Life Safety Codes
Design Research
Space Planning
Architectural Lighting
Construction Documents
Materials and Finishes

Technology

AutoCad
Sketchup
Enscape Rendering Software
Adobe Photoshop
Adobe Illustrator
Adobe InDesign
Microsoft Office Suite

Skills

Bilingual: Spanish and English
Public Speaking
Adaptability
Detail Oriented
Organization
Effective Communicator
Drafting
Creative Thinking
Assume a leadership role