

## Thom Frank

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### Objective

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### Interior Designer

### Skills and Accomplishments

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#### Design

- Created and redesigned residential plans to meet client specifications
- Applied interior product knowledge of cabinetry, hard surfaces, case and upholstered goods
- Advised client on space planning, layout, color coordination, and furnishings
- Able to draw perspectives, isometric and freehand sketches
- Assisted Senior Designer to develop floor plans for commercial buildings
- Helped with the selection of office furniture, carpeting, lighting, window treatments, and color for various client projects

#### Customer Service/Sales

- Estimated material requirements and costs; presented to clients for approval
- Provided customer service in various retail settings
- Advised customers in all stages of design and remodeling with furniture selection, finishes, fabrics, accessories, and floor plans
- Responsible for cashier and stocking duties as requested

#### Drafting

- Created accurate floor plans using measurements and board tools
- Able to take as-built and carpet/drapery measurements
- General knowledge of electrical and plumbing placement/codes
- Applied skills using Chief Architect, Revit and AutoCad as drafting tools

### Education

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**A.A.S. Interior Design**, Portland Community College, Portland OR, June 20xx

### Work Experience

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**Interior Design Intern**, Home Builders Association, Beaverton OR, 20xx  
**Designer**, Self Employed, Portland-Metro OR, 20xx-Current  
**Sales Associate**, Room to Room, Tualatin OR, 20xx-Current

References and Portfolio Available on Request