

# KATIE ALDERSON

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583 Candlelight Ln. Saint Louis, MO. 63042

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314.368.4210

## EXPERIENCE

2007 - Present

Marcia Smith Design Group, Inc., Saint Louis, MO

### Intern:

- Bookkeeping
- Library Upkeep
- Assist on design projects

2002 - 2008

Finlay Fine Jewelry, Saint Louis, MO

### Clerical / Sales Associate:

- Inventory Control
- Sales
- Shipping and receiving

1999 - 2003

Delmar Gardens Homecare, Saint Louis, MO

### Medical records clerk:

- Filing
- Answering phones

## EDUCATION

2005 - 2009

Maryville University, Saint Louis, MO

### Bachelor of Fine Arts - Interior Design

- ASID President - 2007 - 2008
- ASID National Student Member
- Construction Maryville Event Chair

## SKILLS

### Proficient in:

- AutoCad 2006 - 2009
- Revit Architecture
- Microsoft Office Tools
- Adobe Suites
- Sketchup

### Knowledge in:

- Artlantis
- Podium

## COMMUNITY INVOLVEMET

Co - Founder and actively involved in The Judy Alderson Foundation