

KATIE CAMERON

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PROFESSIONAL EXPERIENCE:

Sixx Design/The Novogratz – New York, NY

Sept 2011 – Dec 2011

Intern/Junior Designer

- Supported senior designers with daily tasks
- Assist in creating furniture proposals for clients
- Purchasing of FF&E for various projects
- Scheduling shipping and delivery nationwide
- Delivered furniture myself to Mammoth Lakes
- Assisted with FF&E selection for various projects
- Assist with on-site installation and styling
- Contribute to design concepts through image and material research

Project List:

Private Residence, New York, NY | 600 sq ft

- Assisted designers with the installation and styling, liaised with contractors for follow up site visits

Private Ski Residence Mammoth Lakes CA | 700 sq ft

- Redesign living and dining room, Assisted designers with installation and styling, scheduled shipping and delivery for FF&E, delivered FF&E to site from CT

Private Residence, New York, NY | 500 sq ft

- Redesign living room, Assisted designers with installation and styling, sourced fabric for furniture, purchasing of FF&E

Private Beach Residence, Bellport, NY | 2500 sq ft

- Interior and design of beach residence in Bellport for a family of 4 including two teenage children, purchased FF&E, FF&E selection, scheduling shipping and delivery

FINANCIAL SERVICES EXPERIENCE

BKK Partners Pty Ltd, Office Manager – Syd, Australia

Oct 2009 – Aug 2011

BKK provide independent and corporate advisory services to corporation and government bodies in the Asia – Pacific region.

- Project Manager of the initial setup and refurbishment of the Sydney office, key liaison for contractors, managed budget, assisted with FF&E selection and placement. Involved with the initial stages of the refurbishment of the Melbourne office. Other duties included bookkeeping, cash flow and budget management, compliance officer as well as general office duties.

Bendigo and Adelaide Bank, BDC – Syd Australia

Oct 2008 – Sept 2009

A publically listed company that provides banking and wealth management services. As a Business Development Coordinator I worked under the Adelaide Bank brand in the wholesale banking business. Managed all event and conference planning for the sales department.

Next Financial, Client Relations Associate – Syd, Australia

Sept 2006 – Feb 2008

A financial services group who provide wholesale investors with a complete equity service, I was involved with sales and account management. Managed all client functions and event planning.

EDUCATION:

Commercial Arts Training College – Syd, Australia

Interior Design Diploma

Feb 2008 – Feb 2011

University of Sydney – Syd Australia

Bachelor of Arts, Gender studies and Sociology

Feb 2003 – Dec 2006

SKILLS:

ArchiCAD, AutoCAD, InDesign, Photoshop, Microsoft Office Suite