





# BRIDGETTE GRANT

## INTERIOR DESIGNER

### CONTACT

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 [bridgettegrant.com](http://bridgettegrant.com)  
 Austin, TX || NYC

### SKILLS

Site Survey  
Space Planning  
SD, DD, CD and Millwork Drawings  
FF&E Research & Procurement  
Schedule, Budget & Time Management  
Project & Team Management  
Install & Construction Admin  
Client Management

### SOFTWARE

AutoCAD  
Microsoft Office

### EXPERTISE

Adaptability  
Strategic thinking  
Time management skills  
Communication skills  
Teamwork Skills  
Creativity  
Integrity

### LEARNING

Revit  
SketchUp  
InDesign

### EDUCATION

AAS, Interior Design  
2005 - 2007

### Art Institute of NYC

Student Ambassador, Resident Advisor

### PROFILE

As an Interior Design Project Manager, I oversee the process and implementation of design for Residential, Commercial, Corporate, Education, Hospitality and Multi-Family sectors. My role ensures an on time, on budget and well executed project.

I am a highly motivated leader and designer, currently seeking a new opportunity to leverage my design and project management expertise to deliver the exceptional client and colleague experience I've cultivated over the past 20 years. With design as both my passion and my purpose I feel immeasurably fortunate that it is also my career.

### WORK EXPERIENCE

#### Lead Designer/ Project Manager

Etch Design Group 2022 - Present

- Establish rapport with client to determine goals, requirements and level of investment for project
- Coordinate design development and provide technical direction regarding the scope, technical approach and design criteria for Residential, Education, Corporate and Multi-Family projects
- Manage internal team and collaborate with Client, Architects, Engineers, Builders, Subs, and Vendors
- Conduct regular site visits and oversee Construction Admin through completion of project

#### Interior Designer

CG&S Design Build 2020 - 2022

- Established and maintained client relationship and correspondence
- Created designs for Remodel and New Construction, Residential projects
- Produced and managed design through SD's, DD's, CD's, FF&E, budgets, timelines and schedules
- Collaborated with internal team of Architects, Builders, and Estimators and outside teams of Engineers, Subcontractors, and Vendors
- Conducted regular site visits and oversaw Construction Admin through completion of project

#### Senior Project Manager

True Interiors 2017 - 2020

- Provide strategic input on scope, resourcing and sequencing of high level design projects
- Owned the creation and management of design timelines and budgets for New Construction and Remodel Multi-Family projects
- Background establishing systems, supporting teams and developing relationships
- Managed and collaborated with GC's, Site Managers, Builders, Subs, and Vendors to ensure QA/QC
- Managed the design and fabrication of all custom fixtures, casework and artist installations

#### Junior Designer

DiSalvo Interiors 2016 - 2017

- Researched and procured FF&E, prepared cut sheets, quotes, and proposals and purchase orders
- Performed site surveys, created CD's and custom millwork shop drawings
- Scheduled appointments, deliveries, installations and repairs

#### Drafter

Cousins Furniture / Highland Organization Corp 2014 - 2015

- Engineered and designed custom cabinetry, millwork and casework
- Produced highly detailed CD's, schedules and shop drawings for in house fabrication

#### Assistant Project Manager

Baltimore Design Group 2013 - 2014

- Researched and procured FF&E, prepared cut sheets, quotes, and proposals and purchase orders
- Performed site surveys, created CD's and custom millwork shop drawings
- Scheduled appointments, deliveries, installations and repairs
- Conducted regular site visits to ensure project readiness and quality standards