



Jolene Mallen

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EMPLOYMENT HISTORY

FREELANCE INTERIOR DESIGNER

Jolene Mallen Designs | Graham, North Carolina | May 2021 to Present

- Designed interior spaces for residential clients
- Met with the client in their home to listen to their needs and wants regarding the space.
- Took detailed measurements of each space to be used for future 3D modeling
- Compiled three detailed design brief options with accompanying 3D models for each design; illustrating how each design met the clients original requests
- Presented three initial design briefs to the client and, with their feedback, composed a final design brief with elements from each
- Compiled all client approved FF&E items into a finalized design schedule to be used as a guide to complete the project

SENIOR ARCHITECTURAL INTERIOR DESIGNER

PIX-US | Greensboro, North Carolina | June 2019 to May 2021

- Designed both large and small scale projects for use in marketing imagery for our clientele using CAD software
- Engaged with customer to understand project needs so that a satisfactory design brief could be compiled prior to building the scene(s) in CAD software
- Completed client approved CAD drawings for the CG department to use in rendering the clients finished marketing imagery
- Procured client approved assets/furniture/lighting to aid in promoting the clients products in the finished imagery
- Inspected and annotated the CG departments imagery output for quality issues prior to handing the scene off to Post for final touches
- Added notations for the Post department to use while polishing up the imagery prior to final client review
- Created 'Design Newsletters' for both the company website and social media handles to support client outreach and community engagement
- Maintained a working knowledge of design principles, codes and current trends
- Produced and explored ideas for company portfolio projects to entice clientele with new design suggestions

SENIOR INTERIOR DESIGNER

June DeLugas Interiors | Clemmons, North Carolina | October 2017 to February 2018

- Designed both large and small scale projects for upscale residential clients, which included window treatments (both draper and shading units)
- Presented compiled design concepts to clients after consulting with them regarding their design needs
- Completed schedules/BOMs/Costing sheets for each individual project
- Procured upholstered and casegood products from manufacturers for upcoming projects
- Inspected products that were delivered for projects for any quality issues
- Maintained a positive working relationship with both clients and company representatives

DESIGN CONSULTANT / INTERN

De Leo Textiles | High Point, North Carolina | April 2015 to March 2016

- Responsible for the construction and development of the De Leo Textiles window display for both the Summer 2015 and Winter 2015 ITMA Showtime showcases
- Responsible for the concept development and execution of upcoming De Leo Textiles ITMA Showtime window displays
- Assisted in designing the showroom lobby for both the Summer 2015 and Winter 2015 ITMA Showtime showcases

(Continued)



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EMPLOYMENT HISTORY (CONT.)

DE LEO TEXTILES - CONTINUED

- Designed my own premier textile development for the upcoming Winter 2015 product line
- Assisted in developing and coloring in-house textile developments for upcoming fabric lines
- Built an extensive in-house documentation record for upcoming fabric lines
- Selected construction techniques for pattern developments
- Performed research on current trends

EDUCATION

BACHELOR OF FINE ARTS - INTERIOR ARCHITECTURE

University of North Carolina at Greensboro | Fall 2013 to Fall 2016

- CIDA Accredited Program
- 4.0 GPA - Interior Architecture Major
- 3.78 GPA - Cumulative

ACADEMIC ACCOMPLISHMENTS

MAGNA CUM LAUDE

University of North Carolina at Greensboro | December 2016

DEPARTMENT OF INTERIOR ARCHITECTURE SCHOLARSHIP

University of North Carolina at Greensboro | Fall 2014 to Fall 2016

DEAN'S LIST

University of North Carolina at Greensboro | Fall 2013 to Fall 2016

PROFESSIONAL ACCOMPLISHMENTS

LEED GREEN ASSOCIATE

December 2016 to Present

NCIDQ CERTIFICATION

Currently in Progress

VOLUNTEER WORK

NEW JERSEY HARM REDUCTION COALITION

New Brunswick, New Jersey | September 2023 to Present

HAW RIVER POTTERY

Graham, North Carolina | March 2023 to June 2024

SKILLS

- | | | | |
|---------------------|-----------------------|--------------------------------|---------------------|
| - Adobe Photoshop | - Canva | - Photo Realistic 3D Rendering | - Space Planning |
| - Adobe Illustrator | - Digital Photography | - Sketched 2D Rendering | - Conceptual Design |
| - SketchUp Pro | - 35mm Photography | - Construction Documentation | - Graphic Design |
| - SU Podium | - Microsoft Office | - Residential Interior Design | - FF&E |
| - AutoCAD | - Mac OS | - Commercial Interior Design | - Installations |
| - Revit | - Windows | - Sustainable Design | - Trend Research |