

# Allegra Skerbeck

## Design and Project Management

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### Summary

I am currently the manager of a successful Seattle-based retail furniture business for an out-of-state business owner. My years at Couch have been a rich learning experience and after ten years I am looking for new challenges. I am seeking a position with opportunities for growth and creative thinking and the chance to contribute to a collaborative design process.

### Skills

**Creating a smooth customer experience** from initial inquiry to product delivery.

**Working with clients** to create products that fit their space, style and practical concerns.

**Financial planning** & profit analysis

**Space planning**, color, finish and furniture selection

Supply chain management

Customer complaint resolution

**Employee Training** & Development

**Quality control**

**Bookkeeping**, payroll and taxes

Website and showroom design

Meeting facilitation

**Designing a product line** that balances appeal to clients with the practical demands of production while minimizing warranty issues & costs.

### Experience

#### Store Manager

##### Couch 2009 to present Seattle WA

Started as part-time sales person. Soon grew to full time sales and then quickly became the Store Manager. During my tenure at Couch, sales have increased by 600% through my fiscal and operational management and my creative contributions.

- Created systems for supply chain and customer interface management
- Hired and supervised all employees.
- Designed popular new furniture styles and successfully introduced accessory lines into the store.
- Responsible for all day-to-day design decisions and fiscal operations.

**Martin Albert Interiors, Intern, Fall 2008 New York City**

**Architect Stuart McFeely, Intern, Summer 2007 Seattle WA**

### Education

**Pratt Institute, Brooklyn, New York, Fall 2005 to May 2009**

#### BFA in Interior Design

Achievements: Graduated with 3.84 cumulative GPA, Highest Honors, Pratt Interior Design Department Award for Excellence in Academic Achievement, Charles Cohen Scholarship, Jung Memorial Scholarship.

**Danish Institute for Study Abroad, Spring 2008, Architecture and Design Department**

### Accomplishments

Moved store to larger spaces twice. **Collaborated on design and coordinated the build-outs.**

Expanded services to include **in-home consults** to expand customer base and increase sales volumes.

Created systems that **reduced late orders by 55%.**

**Designed two of Couch's top ten best selling styles.**

### Technical

AutoCAD

Photoshop

InDesign

SketchUp

Squarespace web design