



JAMINTODESIGN@GMAIL.COM

JEANETTE MUSTAFA LINKEDIN

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OBJECTIVE

To obtain an Interior Design position applying my creativity, design education and business experience to elevate and maximize the performance of a residential interior design firm in the greater Orange County area of California. I am a creative and tenacious working Interior Designer and ASID and NKBA member ready to make her mark on residential interiors in Southern California.

EDUCATION

Interior Designers Institute
Newport Beach, CA
Expected July 2024
Bachelor of Arts

Home Staging Certified
2020

Bowling Green State
University
Bowling Green, OH
1985-1988

DESIGN SKILLS

AutoCAD
Sketch-up
Photoshop
InDesign
Manual Drafting
Space Planning
Presentation Boards
Color
Perspective
Microsoft Office
Textiles

EXPERTISE

Project Management
Organization
Presentation
Communication
Building Relationships
Budget Planning
Leadership
Achieving Goals
Marketing

PERFORMANCE

- Design Skills: Creates innovative and practical residential designs by applying design principles and software
- Technical Proficiency: Proficient in AutoCAD drafting, 3D visualization tools, and presentation software like Google Slides, PowerPoint and InDesign
- Communication Skills: Excellent written and verbal communication skills to collaborate effectively with diverse stakeholders
- Project Management: Ability to manage projects effectively, including budgeting, scheduling, and problem-solving
- Teamwork: Adaptable and collaborative, excelling in dynamic work environments.
- Independent Work: Capable of working autonomously with minimal oversight and effectively prioritizing multiple tasks

AWARDS

ASID Student Design
Challenge
Hall of Fame Design Board
Leadership Excellence
Chairman's Circle
Presidents Circle
Sales Team Of the Year
Financial Excellence

INVOLVEMENT

Student Representative to the
Board, ASID California Orange
County Chapter 2021-2023
NKBA member
Social Committee Chair for Floral
Park Neighborhood Association
Jewel Chicago Chapter Committee
Member, Chicago, IL
Previous Member of Hospitality
Membership Society
Kappa Delta Sorority

PASSIONS

Family
Music
Golf
Entertaining
DIY Projects
Travel
Community Involvement



WORK EXPERIENCE

INTERIOR DESIGNER

- Collaborate with Principal Designer on interior design projects, covering everything from complete remodels to architecture and interior furnishings
- Complete all CAD work for office including elevations, furniture floor plans and lighting plans.
- Create all client presentations using InDesign, Canva, Google Slides and PowerPoint
- Specify materials, finishes and construction-related items including appliances, fixtures and hardware.
- Conduct customer-facing meetings and job-site walks
- Evaluate space needs, determine furniture layout, and select decorative items, all while following the appropriate blueprint, building code, and inspection criteria
- Use AutoCad, Google Slides, and Sketch-Up to create and showcase creative design solutions that match the brand identity and operational requirements.
- Manage project costs and timelines, providing accurate estimates and adhering to budget constraints
- Organize the installation of design elements and furniture, ensuring quality and adherence to the plans.

**JESS JONES
DESIGN
GROUP
2022-
PRESENT**

DIRECTOR OF GROUP SALES

- Led on-property and remote sales team of 12 to achieving and exceeding sales goals.
- Supported Revenue Management to align sales strategies with sales and catering goals.
- Successfully relocated and rebooked displaced group meetings and events due to hotel renovation.
- Worked with Event Management to align sales processes with event delivery.
- Implemented new technology and processes to coordinate communication for sales team and stakeholders

**ANAHEIM
MARRIOTT

2018-2019**

GLOBAL ACCOUNT MANAGER

- Developed new and repeat business from over 90 accounts across the United States.
- Booked conventions and events into multiple brands within Marriott International
- Utilized relationship building and internal stakeholder communication skills to cultivate business between customers and hotels
- Conducted client-facing meetings and appreciation events
- Collaborated with property teams to exceed sales goals by 35%

**MARRIOTT
GLOBAL SALES

2015-2018**

DIRECTOR OF SALES AND MARKETING

- Led a sales team of a 500 room lifestyle brand hotel with 150,000 square feet of meeting, convention center and function space
- Led sales and marketing efforts in Group Sales, Convention Center Sales, Catering Sales, Public Relations and Marketing as well as Leisure and Transient business
- Worked with global and local marketing teams to fulfill and advance lifestyle brand initiatives
- Improved hotel financial and marketing performance by 12% and increased brand awareness and social media presence

**RENAISSANCE
SCHAUMBURG

2010-2015**