

KAYLIE HOLT

SUMMARY

I am a motivated interior design graduate with a keen eye for detail and a passion for creating functional and beautiful spaces. I have developed a strong foundation in design principles and drafting. I am proficient in 2D and 3D programs which allow me to translate concepts into precise technical drawings and renderings efficiently.

CONTACT

Bernie, MO

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Phone: 573-625-8558

Portfolio: <https://kaylieholt.design/>

EDUCATION

O'More College of Architecture
and Design, Belmont University

Interior Design Major

Dean's List

(2020-2024)

Bernie High School

Class rank: 2nd

(2016-2020)

SKILLS

- AutoCAD
- SketchUp
- Enscape
- Revit
- Microsoft Office
- Customer Service
- Conflict Resolution

WORK EXPERIENCE

The Blend, Nashville TN - Team Member (July 2023-May 2024)

- Maintenance
- Customer Service
- Personal Relations

I Love Juice Bar, Nashville TN - Shift Lead (January 2021-July 2023)

- Maintenance
- Customer Service
- Managerial Roles:
 - Order Placement
 - Inventory
 - Scheduling
 - Interviews
 - Team Management
 - Corporate Meetings

Fax-Tax, Malden MO - File Clerk (December 2019-Present)*Seasonal

- File Organization
- Office Preparation:
 - Paperwork
 - Software Updating