



**ALISA SEPULVEDA**  
*Interior Designer*

633 W Rittenhouse St.  
Philadelphia, PA  
(856) 214-5312  
alisasepulveda@gmail.com

www.alisasepulvedainteriors.com

## Education

**Moore College of Art & Design**  
Philadelphia, PA  
*Interior Design BFA*

## Personal Skills

- Personable
- Outgoing
- Organized
- Problem-solver
- team oriented
- solution focused

## Qualifications

- Adobe suite
- Construction Documentation
- FF&E
- Revit
- Procurement & Purchasing
- Project Management
- Studio Designer
- Sketchup/ Enscape rendering
- Autocad
- Microsoft programs
- Bluebeam
- Slate Program
- Concept Development

## Awards

### **CR Design Rising Star Award in Interior Design**

Awarded for excellence for Trace Sustainable hotel thesis

### **Undergraduate Visionary Woman's Honor's Scholar**

Moore College of Art & Design 4 year Bachelor's Program Honor's track

- Lead in Visionary Woman's annual Video (on my LinkedIn Profile)

## Work Experience

### **Michelle Gage Interiors**

*Project Coordinator*  
Philadelphia, PA

#### **May 2023- Present**

- Procurement of residential furnishings up to \$700,000 net sales
- Managing up to 12 projects at a time in all different stages
- Construction management from kickoff of project to punch list items
- Overseeing client expectations and communication
- Client invoicing for hours Billable and design needs
- Regulating an inventory stockroom of 500+ items worth over \$100,000 in constant rotation from client to retail sale
- Developing concepts to align with client vision

## Work Experience

### **Marguerite Rodgers Interior Design**

*Junior Designer*

*Starting as Interior Design Intern*  
Philadelphia, PA

#### **May 2021- May 2023**

- Executing design & construction documentation for commercial and hospitality construction
- Collaborating with architects to execute design vision into commercial spaces including for Philadelphia's leading Performing Arts Center
- Purchased over \$100,000 worth of furniture for confidential residential clients on Philadelphia's most prestigious blocks
- Execute and draft dozens of customized furniture pieces for production
- Refining 100+ page drawing sets to align with consultants' construction documentation
- Consulting with Industry professionals to manage a fully functioning Materials library
- Performing on tight deadlines to turn around well-regulated design work

### **Viola Interior Design**

*Design Intern*  
Ardmore, PA

#### **June 2019- August 2020 (summer)**

- Categorized office library, communicating with confidential clientele
- Attended onsite and offsite client meetings to achieve design goals
- Site visits to discuss with contractors and plan analysis

### **Moore College of Art & Design**

*Student Ambassador Intern*  
Philadelphia, PA

#### **January 2019- January 2021**

- Student speaker for events holding over 200 guests
- Compiled over 500 confidential student files and organized for use
- Orchestrated and ran open-house events of over 250 parents, staff, professors, and prospective students