

MARIA EL KHOURY

JUNIOR INTERIOR DESIGNER



PERSONAL OBJECTIVES

I am seeking for a good career growth, and always looking for more experiences to improve my skills, knowledge and to utilize them in a professional way.

PERSONAL INFO

ADDRESS

Rmeileh (Chouf), Lebanon

NATIONALITY

Lebanese

DATE OF BIRTH

15 August, 1998

E-MAIL

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MOBILE

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LINKEDIN

https://www.linkedin.com/in/maria-khoury-677531181?utm_source=share&utm_campaign=share_via&utm_content=profile&utm_medium=ios_app

HARD SKILLS

- AutoCAD
- Winner Design
- Revit
- Photoshop
- Sketch Up
- MS Office

SOFT SKILLS

- Computer Skills
- Leadership
- Communication
- Public Speaking
- Creativity
- Sales Skills

LANGUAGES

- Fluent in Arabic (Native Language)
- Fluent in English
- Fluent in French

INTERESTS

- Arts
- Graphics
- Web Design
- Digital Marketing

EDUCATION

- 10/2016 - 05/2021 **BA in Interior Design**
American University of Science and Technology
- 09/2013 - 06/2016 **Lebanese Baccalaureate – Sociology and Economics**
College Saint Charbel, Jieh

WORK EXPERIENCE

- 12/2022 – Present **Kitchen Designer , wood work kitchen**
Miele – Wakim Group - El Saifi, Beyrouth, George Haddad st.
 - a. **INHAUS KITCHEN DESIGN :**
 - Experienced in identifying design requirements and developing solutions for kitchens for residential homes, hotels, restaurants and showrooms
 - Meet with personal clients , architects and contractors to ascertain the intended functions, materials, themes, colors, and room layout for each space
 - Created **CAD** drawings (Floor Plans, elevations , MEP , lighting and fabrications), technical measurements and 3D rendering using **WINNER DESIGN** software detailing layout of cabinetry, appliances, countertops, lighting...
 - Supervise contractors, electricians, plumbers and other professionals to finalize work according to deadlines.
 - Knowledge with different brands of accessories that a kitchen needs (cutlery, trash bins, sinks, pullouts, supermarkets...)
 - Knowledge in cut outs of MIELE and SMEG appliances (built in or freestand fridge freezer, microwaves, ovens, cooktops, hoods dishwashers...)
 - Working with different suppliers for CERAMIC and QUARTZ
 - Ordering wood boards for different materials (Acrylic , melamine, lacquered and Fenix)
 - Pricing kitchen per cabinet , prepare detailed quotations on Excel , managed order placement, payment processing, and oversaw delivery and installations.
 - b. **IMPORTED KITCHEN DESIGN : ARRITAL ITALIAN BRAND OF KITCHEN**
 - Drawing and ordering kitchens under required or specified materials, dimensions and heights from ARRITAL
 - Stayed current on industry trends
 - Generated invoices, ordered product, checking orders with industry employees, tracked product and finally arranged delivery for installations.
- 12/2021 – 12/2022 **Junior Interior Design**
Detail Center Interior Design Studio - *Hlaliye, Lebanon*
 - Prepare all kind of floor plans (partitions, furniture, electric , ceiling, lighting , sanitary , ac duct & tiling floor plans)
 - Prepare all types of sections, elevations, wood details and other types of detailed drawings
 - Build **Revit** models for various types of buildings and interior designs
 - Visiting site working areas, and conducted Site survey with site supervisor
 - Assisted the in-house interior design team in planning and implementing client's requests
 - Went to meetings with head designer and clients
- 10/2016 – 11/2020 **Part Time Receptionist**
PANGEA Beach Resort - Jieh, Lebanon
 - Taking inquiries and booking in person, on the phone and via email
 - Cash handling and invoicing
 - Processed guests' check ins and outs using the POS system while providing excellent customer service.
 - Handled and resolved customer complaints and issues.
 - Confirmed and processed clients payments on time and followed up on late payments