Pamela A Scheierman

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Profile: Pamela has been working with the highest level of residential design, providing exceptional customer service to private clients as well as AD Top 100 Interior Design Firms. Residential experience includes homes in New York, Connecticut, California, Rhode Island, Maine, Florida, Paris France & London, England. Highly organized with a strong attention to detail. Highly resourceful, able to multi-task, accomplish goals and meet deadlines; Proficient in Design Manager Software

StyleSource Design   **February 2010-Present**
Independent Design Consultant & Project Manager New York, NY

- Hired by private clients as well AD Top 100 design firms to oversee all aspects of design phase, conception to completion; creating budgets, scope of work, and design plan
- Sources all fabrics, antiques, , lighting, hardware, marble & stone, and all decorative objects
- Hires all tradesmen, artists, workrooms, and contractors
- Generates proposals, purchase orders & invoices using Design Manager Software
- Designs & oversees production of all custom furniture, working closely with custom workrooms
- Hired by Principals of AD Top 100 Design Firms to act as Consultant; Responsible for sourcing all materials & account management
- Provides Personal Shopping services to individual clients

Private Showroom; West Hollywood, CA   **April 2009- February 2010**
Operations Manager

- Hired by Owner of Company to oversee the daily operations of a New York based retail showroom in West Hollywood, CA.
- Initiated new business practices
- Managed inside and outside Sales Team
- Made outside sales calls and presentations to the Design Community of greater Los Angeles
- Reported directly to owner headquartered in New York
- Initiated and completed an exclusive celebrity home staging program generating sales and exposure for company
- Developed gallery program with local artists
- Handled all correspondence and communications with PR and outside marketing firm

Keith Irvine & Company/Irvine & Fleming New York   **January 2006- April 2009**
Senior Interior Designer & Project Manager

- Worked with principal on National and International exclusive residential design projects
- Completed installations of projects in Belgravia, London UK, Park Ave, NYC, two residences in Newport RI, Greenwich CT, and Dallas, TX
- Responsible for sourcing all fabrics, furniture, antiques, decorative objects, lighting, &
- Interfacing with all clients on behalf of Principal
- Handling all correspondence for Principal, including travel arrangements.
- Placed all orders with vendors and expedited orders
- Responsible for new product sourcing, and choosing new vendors for firm

Natuzzi Soho New York/High Point NC   **November 2002- January 2006**
Retail Showroom Manager

- Hired prior to opening of 3500 sq ft Flagship retail showroom in Soho NYC and oversaw completion of construction
- Responsible for hiring staff for new showroom
- Reported directly to Global Design Director, and C.E.O. headquartered in Santeramo Italy
- Managed inside sales team, total of 5 employees
- Worked closely with European headquarters on new design and merchandising concepts
- Traveled to High Point furniture market and National trade shows
- Trained sales staff nationally on proper brand representation
- Responsible for preparation and organizing of showroom special events, as well as global executive metings.
- Acted as liaison between clients, corporate office, and Italian headquarters
- Managed showroom renovations and merchandising of new product
- Met and exceeded sales goals

Louis J Solomon Inc

Showroom Manager for High end French reproduction manufacturer

Donghia New York: Showroom Sales and Support for Outside Sales Team

Fashion Institute of Technology

Ocean County College

Design Manager Pro/Studio Designer

Proficient in both Mac & PC applications, Design Manager Pro, Studio Designer and several custom design internal systems for various companies; Social Media Networking: Twitter, Facebook, LinkedIn

Blackberry, iPhone, and iPad proficient

Portfolio & References available upon request