




olivia raposo

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Calgary, Alberta 

EDUCATION

Bachelor of Interior Design
Mount Royal University
September 2015 - Present
LEED Green Associate (exam to be completed)

PROGRAM HIGHLIGHTS

- Calgary Reads Design Project: Passionately worked on design project to create a reading hub that encourages and ignites imaginative reading in children. Assisted Design Professional, Jamie Holland in design solutions for furniture placements, concepts and construction of space on and offsite to create an enchanted forest reading interior.
- Demonstrated effective collaboration, by providing alternate detailed design solutions to group projects for successful design
- Developed a highly detailed understanding in designing for collective inhabitation and spatial connectivity in various public and private spaces.
- Used innovative materials, styles and textures to reflect project design concept and parti.
- Proficient in AutoCad, SketchUp, InDesign, Photoshop, Illustrator, Enscape as well as developing in Rhino and Revit.

CHARACTER + COMMUNITY LEADERSHIP

Swimming

- Mount Royal Outstanding Graduate - 2019
- Exceptional Employee Award 2018
- Red Cross Top Water Safety Instructor Award 2017
- Mount Royal Changing Lives Award 2016
- Mount Royal Swim Challenge - 2016 - Present
- National Lifeguard, Lifesaving Society Instructor, Water Safety Instructor Trainer and Standard First Aid and CPR - All current certifications

Volleyball

- Mount Royal Volleyball For A Cure in Support of Breast Cancer - 2018/2019
- St. Gabriel Volleyball For A Cure in Support of Breast Cancer 2014 - Present

- Alberta Premier Award 2015
- St. Gabriel The Archangel Guardian Award 2015
- Female Athlete of the Year 2015

Creative

- Associação Filarmónica Portuguesa de Calgary Marching Band 2005–Present
- John Macleod Fine Art Scholarship 2015

Educational

- Jason Lang Scholarship 2018
- Alexander Rutherford Scholarship 2015

EXPERIENCE

Design Associate

Mattamy Homes / Calgary, AB / November 2017 - Present




- Passionately provided excellent customer service and assistance to homeowners during Open House hours while providing accurate model specific information.
- Provided tours of showroom, indicating included features along with optional features for customer's homes.
- Confidently assisted with color selections identifying customer needs in style and individual requirements and answer design related questions pertaining to the homeowner's floor plans.
- Professionally accepted payments and processed paperwork and legal documents in an organized manner.

Interior Design Intern

Kevin Gray Interiors / Calgary, AB / May 2018 - Present

- Formalized digital furniture and material concept boards for Genesis Showhomes
- Inspired thoughtful ideas and solutions for construction and furniture layout of showhome staging.
- Completed furniture floor plans and elevations in AutoCAD with direction from Senior Interior Designers

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EXPERIENCE

Interior Design Intern

Mercedes + Singh/ Calgary, AB / May 2018 - August 2018

- Interacted and consulted with client vendors in sourcing appropriate products and materials for ongoing projects
- Researched on various products and materials that could be used in epoxy binding with waste material for furniture products.
- Curated samples of concrete and marble epoxy for clients.
- Completed construction documents for furniture such as a cabinet, lighting bar and outdoor patio benches.

Aquatics Student Programer

Mount Royal University/ Calgary, AB / September 2016 - Present

- Communicated written and verbal evaluations and parental updates professionally and clearly.
- Provided feedback in a positive and constructive manner to fellow team members to encourage higher performance with staff and students.
- Effectively solved concerns and inquiries from parents with attentiveness and flexibility leading to purposeful solutions.
- Composed and re-programmed new training and teaching techniques for adapted swim programs for people with disabilities.

Head Lifeguard / Head Instructor / Water Safety Instructor Trainer

Mount Royal University/ Calgary, AB / March 2014 - Present

- Initiated quick and effective recognition of emergencies and responses in conjunction with polices and procedures for a safe environment.
- Documented and effectively communicated stroke progress and lifesaving skills, through demonstration and examples to ensure progress in students.
- Greeted and engaged with patrons to build relationships by providing equipment and established personal experiences.

**References available upon request.

