

MT FERRARA

M A R I A T E R E S A F E R R A R A

55 Matterhorn Terrace, Park City - UT ♦ Tel: 857-265-1673 ♦ <https://www.mtferrara.com> ♦ ferrara.mt@icloud.com

Objective	Create spaces that exceed client's style, design and aesthetic expectations while meeting all functional, budget and timeline requirements.
Education	Master of Architecture II 1997 Syracuse University - Syracuse NY Bachelor of Architecture 1995 Syracuse University - Syracuse NY NCIDQ N. 31915 2016 National Council for Interior Design Qualification Sustainable Design Certificate 2014 Boston Architectural College - Boston MA Interior Design Intensive 2013
Skills	Autodesk AutoCAD MS Office Suite Studio Designer Autodesk Revit English -fluent Spanish -fluent Italian -fluent French -basic
Professional Experience*	Project Designer ♦ Real Estate Staging Consultant 2020 - to date Fieldstone Architecture and Engineering- Tampa FL 2019 - 2020 Designer II - Interiors ♦ Architectural Designer Crespo Design Group - Tampa FL 2017 - 2019 Senior Interior Designer - Project Manager Project Designer ♦ Project Manager 2005 - 2015 Residential Architecture & Interior Design Verona, Milan, Ortisei BZ (Italy)- Aruba, Sneek (Netherlands) - Caracas (Venezuela) Architect Paolo Richelli - Verona (Italy) 1999 - 2005 Project Designer ♦ Assistant Project Manager Faram S.p.A. - Desenzano del Garda (Italy) 1998 - 1999 Office Furniture Manufacturer Project Designer Urban Planning and Architecture Office Marco Lucat & Eleonora Masi Verona (Italy) 1997 - 1998 Assistant Urban Planner ♦ Architect Ferrero Tamayo Architects Caracas (Venezuela) 1995 - 1996 Architectural Designer ♦ Project Manager
Additional	ASID member since 2016

* for expanded professional experience refer to pages 2 through 4

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Project Designer ♦ Real Estate Staging Consultant

| 2020 - to date

Residential Architecture & Interior Design

Ortisei (Italy) | Tampa FL | Deer Valley UT | Remote CA

- Design, project development, specifications and construction drawings for partial residential remodel in Ortisei, Italy
- Staging: In person and remote staging consultation: space walk through and survey, remote photography analysis, visual inventory of existing finishes, furniture and accessories. Create recommendations report on changes, removal and relocation of existing finishes, furniture and accessories. Procure, install and stage additional items to achieve neutral staged state. Provide assistance at photo shoot.
- Properties received multiple offers and sold above asking price.

Fieldstone Architecture and Engineering

| 2019 - 2020

Designer II Interiors ♦ Architectural Designer

Tampa, Florida

- Interior Design of resort style amenity buildings in residential developments.
- Commercial tenant improvements.
- Architectural design and construction drawings for accessory buildings.
- Determined scope of work with ID manager, performed budget and timeline allocation analysis.
- Researched, requested, gathered and selected interior finishes for concept presentations.
- Created preliminary concept presentations and preliminary plan and elevation drawings.
- Edited documentation and adjusted as needed after presentation to stakeholders.
- Created final presentations with schematics of material applications where necessary.
- Generated ID annotated and detailed construction drawings with approved finishes.
- Prepared ID annotated installation drawings with selected, approved and on-order furniture and accessories.
- Produced specifications, budget spreadsheets per item per vendor for client procurement.
- Produced specifications, budget spreadsheets, prepared and placed orders for company's procurement.
- Prepared installation binders with all necessary documentation for installation day.
- Directed and assisted installers during on site installation.
- Surveyed and measured of existing vacant or occupied commercial office spaces for the generation of as built drawings. Created preliminary design concept and design development, plan layout, material, furniture and finishes schemes and final selections. Prepared drawing sets for permitting and full set of construction drawings.
- Completed architectural construction drawings sets with architectural and engineering team for accessory buildings, integrating foundation and roof structure drawings.

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MARIA TERESA FERRARA

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Crespo Design Group

| 2017 - 2019

Senior Designer ♦ Project Manager

Tampa, Florida

High-end Luxury Interior Design Firm

- Determined scope of work with principal, performed budget allocation analysis.
- Created concept presentations.
- Performed onsite measurements and documentation, created floor plans, color and material schemes. Sourced furniture, finishes and accessories.
- Created client presentations.
- Outsourced, organized and supervised 3D presentations when necessary.
- Lead client presentations, edited documentation and adjusted as needed.
- Design Implementation: gathered information on pricing, quantities, and lead-times from multiple vendors and subcontractors. Created proposal in Studio Designer, sent to client and obtained client's approval. Created purchase orders and worked with office expeditor to implement purchases after clients' proposal approval.
- Project management: created items' schedules and project timeline schedule / Gantt. Inspected items delivered to site or office prior to installation. Scheduled subcontractors and performed on site supervision. Created punch lists and final site inspection. Scheduled furniture installation dates.
- Project Installation: prepared installation documentation for furniture and accessories delivery and placement. Directed and supervised installation team on installation day. Inspected items and generated punch lists and clients' reports when necessary.
- Prepared and styled for final client reveal.

Project Designer ♦ Project Manager

| 2005 - 2015

Residential Architecture & Interior Design

Verona, Milan, Ortisei (Italy) | Aruba, Sneek (Netherlands) | Caracas (Venezuela)

- Programmed, designed, developed, managed and completed residential projects for remodel, restoration, preservation and adaptive reuse.
- Estimated and assessed preliminary budget for design and construction. Negotiated, informed and advised clients of best budget allocation and optimized use of resources.
- Analyzed clients requirements, surveyed, documented, evaluated site conformation and conditions and established project program. Verified program against space allocations and project needs.
- Produced necessary drawings for permits, and construction.
- Calculated detailed quantity takeoffs and requested contractors bids. Analyzed, and compared bids and facilitated client-contractors interviews.
- Observed construction site, maintained timeline and progress logs, verified and reviewed contractors' application for payment and authorized payment.
- Designed, commissioned and supervised fabrication and installation of Furniture, Fixtures & Equipment (FF&E). Researched, documented, conveyed information and samples of FF&E on behalf of and with the client.
- Collected necessary documentation for project closeout and inspected work before final application for payment.

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Architect Paolo Richelli - Verona (Italy) ISO 9001-firm

| 1999 - 2005

Project Designer ♦ Assistant Project Manager

- Conducted existing buildings survey and generated base drawings. Analyzed existing conditions and assisted in functional program development.
- Elaborated, designed and produced drawings from preliminary project proposals to final projects.
- Designed, researched and assisted in the selection of FF&E materials and contractors.
- Participated in, helped with and led client presentations according to specific projects.
- Drafted and maintained meetings' logs and reports, conveyed them to clients and consultants.
- Verified, consulted and discussed project feasibility and conformity with consultants and local authorities. Verified and submitted necessary documentation for project permit authorization.
- Assisted project manager on construction site inspections, participated with on-site problem solving, maintained project and construction schedules logs up to date.
- Assisted in project closeout phase documentation gathering.

Personal Interests

