

leratotsimo

Monday, 07 May 2018

Dear Lee-Ann

APPLICATION | INTERIOR DESIGNER

A compulsively analytical love for form and an intuitive aesthetic. Together with 8-years within the industry, as a corporate and commercial interior designer. Has shown me that design is colouring outside the lines – innovating.

A principle which resonates with my objective as an interior designer...which is to be a destructive innovator. Destroying preconceived perceptions about design and its accessibility, by way of pirated innovation. To be associated with progressive and innovative organizations and individuals who give me scope to apply my knowledge and skills; and add value to projects and teams that dynamically work towards the end deliverable.

As a technically sound and diverse interior designer I have a holistic understanding and experience of all phases of the interior design process. Considering concept, spatial requirements, brand standards and guidelines; as well as services and the end user experience. Utilizing this fundamental knowledge encompassed in all interior installations and specializations. I have designed for South African brands and institutions such as Jonsson Workwear, Kaizer Chiefs, Glencore Mining and the South African Presidency. I have seamlessly been able to transfer this corporate fit-out experience into the fast-paced point of sale, trade exhibition and events infrastructure design for brands such as Uriage, Elemis, Aldo shoes and Sun International to name but a few.

Having worked as an independent interior design consultant, self-directing and managing the design process, stakeholders and end-user requirements. Consistently and timeously communicating and obtaining approvals and achieving set outcomes; I have proven that I thrive as a designer for a number of reasons.

My calm demeanor and an ability to quickly grasp and adapt in the face of new challenges and stakeholder requests has seen me flourish in environments where no two days are the same. Boding me well in projects with large footprints and tight deadlines; such as the South African soccer premier league team Kaizer Chiefs' (60) concept store roll-out nationwide. Overseeing technical specifications, stores layout and approvals from each stores' entrepreneur-investor.

Being a self-starter, I'm always open to new ways of delivering a project. Having collaborated with an existing shopfitting entity, to head and develop an interior design studio within its 2000 sqm production facility. Undertaking corporate and retail projects;

- Guiding and mentoring (3) junior staff, identifying and matching personal key strengths to design studio work out-puts
- Compiling and structuring drawing templates, registers and issue sheets
- Monitoring and assessing drawing standards on issued design documentation, ensuring the quality of shopfitted items, as well as onsite installations, and resolving snags.
- Priority planning and co-ordinating existing project design work flow,
- As well as sourcing materials and suppliers, approving final fixtures and materials schedules.
- I also instituted the quantifying of the design studio as a cost centre, the result - recovering 30% of previously unbilled design costs from the overall company profit margin.

It would be a privilege to utilize my experience, skills and knowledge to aid in the growth of Mezzanine's service offering. Hoping for your favourable consideration, and the opportunity to further discuss the valuable contribution I would make.

Sincerely

Ms. Lerato Tsimo

leratotsimo

PROFILE

Name

Lerato Tsimo

Address

29 Creden Hill
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Craighall
Johannesburg
South Africa

Phone

+27 (72) 986 0422

Email

tsimo.design@gmail.com

Nationality

South African

Drivers license & own vehicle

Code B | Yes

PERSONAL ATTRIBUTES

Exceptional written & verbal communication

Impeccable planning + organizational capabilities

Detail orientated

Adaptability

Personal Accountability

CAREER HISTORY

02. 2009 - present

ULOVE STUDIO

Independent Interior Design Consultant

Leading corporate and commercial interior design multi-disciplinary project collaborations. Directing, producing and monitoring design deliverables

11.2014 - 11.2016

GL EVENTS

Designer

Expanded the company's service offering utilizing my commercial design and project management within marketing point of sales, retail design, trade exhibitions.

08.2014 - 11.2014

BIDVEST OFFICE

Space Planner

Streamlined the new office space planning division, adding value added service to sales division, decreasing sales turnaround time

12.2012 - 02.2014

DEAN JAY ARCHITECTS

Interior Architect

Spatial planning and design of commercial & high-end residential projects

03.2012 - 11.2012

MASSMART GROUP

Interior Design Specialist

Increasing customer buy-in & product awareness in group Stores. Promotional point of sales, store planning & in-house interior architectural services to contractors.

03.2011 - 11.2011

DURBAN UNIVERSITY OF TECHNOLOGY

Lecturer

Facilitating theoretical interior design subject components

04.2009 - 12.2010

NATIONAL DEPARTMENT OF PUBLIC WORKS

Prestige Accommodation | Intern Interior Design/ Project Management

Project management of interior design projects of South African ministerial and presidential offices & residences

EDUCATION

2012 - 2012

MANAGEMENT COLLEGE OF SOUTH AFRICA

Postgraduate Diploma | Project Management

2011 - 2011

DURBAN UNIVERSITY OF TECHNOLOGY

Bachelor of Technology Degree | Interior Design

2006 - 2008

National Diploma | Interior Design

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EXPERTISE

Interior brief appraisal & definition, conceptual design, spatial programming and design development

Compiling client presentations, construction drawing packages and schedules

Managing daily project administration, document Registers and change requests

AFFILIATIONS

2009 - present

South African Institute for the Interior Professions (SAIID)

CAREER

HIGHLIGHTS

2017: Being commissioned as one of three (3) designers by Regiments Capital for their pilot tenant office-design and fit-out within their new head office in Illovo, Johannesburg.

2010: project management of high profile 2350 m² Durban, Morningside residential interior refurbishment project from inception to completion

KEY COMPETENCIES

- Corporate and commercial interior design
- Autodesk 2017 | Revit, AutoCAD, 3DsMax . Google Sketchup . Adobe | Photoshop, Indesign . Corel Draw X7. Archicad. MS Office Suite | Word . Excel . PowerPoint
- Knowledge and understanding of building statutory requirements
- Leading projects, mentoring & overseeing members of a project team.
- Co-ordinating and communicating with end-users, project consultants (MEP, structural, FF & E) contractors and suppliers
- Multitasking and prioritizing tasks while simultaneously managing projects which are at various stages

AWARDS

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|-------------|--|
| 2014 2015 | KZN MECS SERVICE EXCELLENCE AWARD
King Edward Hospital: Dermatology Clinic South Africa |
| 2012 | B-TECH INTERIOR DESIGN 1 ST PLACE THEORETICAL COMPONENT & DISSERTATION AWARD
The customer experience in Public Service Depts. Interior Design |
| 2008 | DEPT. OF PUBLIC WORKS FULL ACADEMIC BURSARY |
| 2006 | DESIGN INDABA PARTIAL BURSARY |

REFERENCES

- | | |
|----------------------------|--|
| Prof. Nooza Cordelia Dlova | SENIOR SPECIALIST + HOD
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| Ms Salphina Nkonyane | DEPUTY DIRECTOR PRESTIGE ACCOMODATION
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| Mr Dean Jay | PRINCIPAL ARCHITECT DEAN JAY ARCHITECTS
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