**Seyedeh Shiva Jafari**

j.shiva1990@yahoo.com +1 437-667-1516 | Toronto, On, L4J 8S5
www.linkedin.com/in/shivajafari

## SUMMARY

Dedicated Architect specializing in Interior Architecture. Ability to handle multiple projects simultaneously with a high degree of accuracy. Unique Interior Architect with more than 10 years of experience specializing in Interior Architecture. Adept at project management from start to finish and designing cross-functional spaces for residential and commercial use.

## EDUCATION

**2014-2017** **M.A. in Interior Architecture (WES approved)**
University of Art, Tehran

**2009-2012** **B.A. in Architectural Technology Engineering**
Islamic Azad University, Shiraz

**2007-2009** **A.A. in Architectural Drawing - Architecture**
Shiraz Technical & Vocational Girls College - Shiraz

## WORK EXPERIENCE

2024 - Present **Sales Professional**
**Ashley Furniture Store, Toronto, Ontario**

- Helped customers in selecting furniture and home décor, providing personalized recommendations based on their style of preferences and needs.
- Maintained in-depth knowledge of product offerings, current promotions, and store policies to effectively answers customers inquiries.
- Achieved and exceed sales targets by building strong customer relationships and offering tailored solutions.
- Collaborated with the team to ensure a positive shopping experience for every customer, from consultation to after-sales support.
- Helped in supporting store visual displays and keeping the showroom presentable, ensuring the products are showcased attractively.

2019–2023 **Architectural Designer and Interior Designer**
**Construction Engineering Organization**

- Oversaw installation of finishes, furniture and other design elements to control final product.

- Delivered high-quality projects within budget constraints by carefully monitoring expenses and identifying cost-saving opportunities.
- Exceeded client expectations consistently with attentive service, clear communication, and timely delivery of project milestones.
- Streamlined project timelines by efficiently managing resources and coordinating cross-functional teams.
- Collaborated with clients to develop customized architectural solutions tailored to their specific needs and preferences.
- Worked closely with contractors and vendors to improve project coordination, completing projects on time and within budget.
- Prepared product and layout documents implementing diverse design concepts and selected furniture, lighting and accessories to enhance design concepts.
- Created professional presentations using AutoCAD, 3D Max, V-ray and Photoshop to creatively communicate design intent and direction.
- Developed space planning concepts, color palette selections, and textile presentations.
- Designed floor plans, elevations, 3D perspective views, and material boards for review and presentation.

**2016-2019** **Architectural Tourism Manager**
**Gardeshgaran Shahre Raz Travel Agency, Shiraz**

- Evaluated trends in the travel industry to adapt offerings accordingly for continued relevance.
- Increased customer satisfaction by providing personalized services to clients based on their preferences and needs.
- Enhanced tourist experience by developing and implementing innovative tour programs and itineraries.
- Established positive relationships with tour members through fun and engaging conversation
- Collaborated with other tour guides to provide comprehensive and enjoyable experience.
- Developed engaging and informative scripts, guiding tour members through attractions.
- Planned and executed efficient tour routes by using maps and other navigational tools.

**2010–2016** **Architect and Interior Architect**
**Engineering And Design Company-539 (Sabzafriz), Shiraz**

- Refined conceptual designs into detailed plans by adding floor plans, elevations and section drawings.
- Selected furniture, lighting and accessories to enhance design concepts.
- Led interior design across conceptual, schematic, design development, and construction document phases.
- Designed floor plans, elevations, 3D perspective views, and material boards for review and presentation.

- Developed space planning concepts, color palette selections, and textile presentations.
- Participated in furniture selection and documentation of specifications. Utilized computer-aided design (CAD) software to create plans and mockups of room layouts.

**ACADEMIC AND INDUSTRIAL HONORS AND ACHIEVEMENTS**

- Licensed Finishing Carpentry [UBC Local 27], Toronto, 2024
- Licensed F.A.S.T Rescue Inc [UBC Local 27], Toronto, 2024
- Licensed Working Safely at Height [UBC Local 27], Toronto, 2024
- Certificate of Achievement in the Easy Sales Sprint, Ashley Home Store, Toronto, 2024
- License Tour Guides, 2021
- License English Tourism Chat, 2021
- Licensed Building Design Engineering Office Activity (Construction Engineering Organization of Fars province), Shiraz, 2017
- Licensed [Professional Engineer license (Construction Engineering Organization of Fars province) Shiraz, 2017
- The 6th Branding Conference (approach of supporting national brands), 2018
- The 10th International Conference (world trade in furniture, design, art, decoration and correlated industries), 2017

**PROFESSIONAL MEMBERSHIPS**

- Carpenters' Union Local 27
- Construction Engineering Organization of Fars province

**TECHNICAL SKILLS AND COMPETENCES**

- Finishing Carpentry
- Revit
- AutoCAD
- 3D Max
- V-ray
- Microsoft Office
- Adobe Photoshop