

MONTREAL,

RE: APPLICATION FOR THE POSITION OF INTERIOR DESIGN

AM AN EXPERIENCE DESIGNER AND OFFERING MY SERVICES TO ANY DESIGN, NO MATTER HOW HARD THE POSITION IS, I ALWAYS ACCOMPLISH THE TASK AS IT IS EXPECTED OF ME.

MY INTELLIGENCE WILL BE AN ASSET TO THE COMPANY, JOINING ANY FORWARD -THINKING AND PRESTIGE COMPANY WITH A VERY DISTINCT REPUTATION WOULD BE VERY EXCITING TO BE IN THE TEAM.

AS A GRADUATE OF INTER-DEC COLLEGE, WITH AN EMPHASIS IN INTERIOR ARCHITECTURE AND DESIGN, I HAVE DEVELOPED STRONG SKILLS IN DRAFTING, AUTOCAD AND MOST INNOVATIVE 3D ASPECT OF DESIGN WHICH IS 3DSMAX AND ADAPT TO ANY KIND OF SOFTWARE AVAILABLE RELATED TO DESIGN. IN CONCLUSION MY WORK EXPERIENCE SKILLS IS WHAT THE MARKET WANTS AND ALSO I UNDERSTAND HOW A BUSINESS WORK. I CAN PERFORM UNDER PRESSURE AND DEMONSTRATE A HIGH DEGREE OF INITIATIVE AND JUDGMENT. ALTHOUGH THE ENCLOSED RESUME PROVIDES A FINE SUMMARY OF MY BACKGROUND AND EXPERIENCE, I WOULD LIKE TO HAVE THE PLEASURE TO MEET WITH YOU PERSONALLY TO EXAMINE AND DISCUSS MY QUALIFICATIONS.

THANK YOU FOR YOUR CONSIDERATION. I LOOK FORWARD FOR AN INTERVIEW WITH YOU. I WILL CONTACT YOU IN A FEW DAYS, BUT BY THEN IF YOU HAVE ANY QUESTIONS YOU CAN CONTACT ME AT 514 586-4941.

SINCERELY,

SYDNEY POKU AMPRATWUM

2025 ELMHURST APT #205

MONTREAL, QUÉBEC H4B 1Y2

514 586-4941/ AMPSIDTKK@YAHOO.COM

ATT: RESUME AND PORTFOLIO

SYDNEY POKU AMPRATWUM

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OBJECTIVE:

AS AN INTERIOR ARCHITECTURAL DESIGNER I'M ABLE TO USE MY TALENTS TO DESIGN CHALLENGING CONCEPTS THAT WILL ENHANCE THE.

LANGUAGES SKILLS:

ENGLISH, FRENCH

COMPUTER SKILLS:

- MAC PRODUCTS / MICROSOFT PRODUCTS
- EXCEL
- AUTOCAD
- 3DSMAX
- PHOTOSHOP
- AND I ADAPT TO ANY SOFTWARE RELATED TO DESIGN

SKILLS SUMMARY

- DESIGN AND ORGANIZE SPACE
- COMMERCIAL SPACE AND DESIGN
- TEAM PLAYER, OPEN MINDED TO ALL NEW INNOVATIVE IDEAS, WILLING TO LEARN
- RESIDENTIAL SPACE AND DESIGN
- ARCHITECTURAL DESIGN / LIGHTING
- PROJECT MANAGER
- BUDGETING AND COMMUNICATING SKILLS

EDUCATION:

ATTESTATION OF COLLEGIAL STUDIES (AEC) IN INTERIOR DESIGN
INTER-DEC COLLEGE, MONTREAL 2010.....

ATTESTATION OF COLLEGIAL STUDIES (AEC) IN GRAPHIC DESIGN
ADISADEL COLLEGE , GHANA 2000-2003

WORK EXPERIENCE:

FREELANCE:

- DRAFTING IN(2D/3D) SKETCHES AND AUTOCAD
- RENDERING
- SITE SURVEY

CUSTOMER SERVICE REPRESENTATIVE 2009....
AMERICAN EXPRESS, MONTREAL

- DEALING WITH CLIENTS
- WORKING WITH CHARTERED ACCOUNTS
- DEALING WITH BANKRUPTCY
- ACCOUNT DETAILS
- WORKING WITH COMPUTERS (**CSP**) CREDIT SYSTEM PROCESSOR PROGRAM)
- **NOMINEE** : WON BEST AWARD FOR ATTITUDE AND CUSTOMER SUPPORT/BEST QUALITY

PORTFOLIO AND REFERENCE FURNISHED UPON REQUEST