

# BETSY HILLSBERY

## CONTACT

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**Letters of Recommendation and References upon request**

## PORTFOLIO WEBSITE:

<https://www.facebook.com/pg/designsbybmh/photos/?tab=albums>

## PROFILE

Seeking a career opportunity for a great company, using my skills to achieve the company's goals in an effective and creative manner. I have a bachelor's degree in management and organizational leadership (specializes in making business' better) along with two associate degrees in both interior design and web design, as well as training in many other areas. Experienced in project management, customer service and in many facets of design. Trained in customer service, management, and sales. I believe that my years of experience in a vast number of areas, would be an asset to any company.

## CORE COMPETENCIES

Management and Organizational Leadership  
Project Management  
Drafting Auto CAD  
Extensive computer skills  
Interior Design - commercial & residential  
Cabinet Design - commercial & residential  
Web Design  
Customer Service & Sales

## COMPUTER SKILLS

Chief Architect: X12, Home Designer Pro 2020  
Auto Desk: Auto CAD 2019 LT  
Word, Excel, Access,  
Outlook  
20/20 Design - Cabinetry  
Photoshop  
Clientele  
Auto Desk: Revit  
HTML encoding  
Power point

## EDUCATION

### **Bachelor of Arts in Management and Organizational Leadership (Business)**

**GEORGE FOX UNIVERSITY** 2013 Portland, OR Honor Society – 3.71 GPA  
Studied: Strategic Management, Operations Management, International Dynamics, Ethics, Human Resources, Organizational: Theory, Behavior and Communications

### **Associate of Technical Arts in Web Design**

**Washington State Real Estate Broker** (currently inactive)

**CENTRALIA COLLEGE** 2010 Centralia, WA Honor Society – 3.65 GPA

### **Associate of Arts in Interior Design**

**BASSIST COLLEGE** 1982 Portland, OR

## WORK EXPERIENCE

### **House Designer, Draftsperson, Assistant Office Manager**

**LASKO DESIGN – Kelso, WA – 2019-Present**

Computer Programs: Auto CAD LT 2019, Chief Architect X12 & Home Designer Pro 2020  
Worked with clients to create custom home plans, in 3-D and Auto CAD blueprints.

### **Customer Service, Cabinet Design, Draftsperson**

**ARISTOCRATIC CABINETS - 2015-2019**

Customer service, processing orders and drawings from a network of cabinet designers and distributors. Auto CAD drafts person, creating detailed shop drawings for shop production. Project management; link between custom shop and dealers, and design clients. Experienced creating bids and proposals for a wide variety of projects.  
Computer Programs: Excel, Auto CAD 2010, Access, Word, 20/20 Design, Outlook,

*Career Gap due to caregiving for my elderly parents and completion of degrees', 2007-2015*

### **Web Designer and Webmaster**

**DESIGNS BY BMH - 2011-Present**

Examples: [www.riversofjoychurch.org](http://www.riversofjoychurch.org) and <https://nwlandandhome.com>

### **Commercial Architectural Draftsperson**

**ALEXANDER SERVICES through AEROTEK - 2007**

Created blueprints for high end commercial projects, detailed shop drawings for interior and exterior components', cabinetry, and furniture, in wood and metal, redlines,  
*Projects:* \*Wynn \*Encore \*The Venetian \*MGM Grand \*Bellagio \*Harrah's \*Red Rocks \*Canyon Ranch \*Mirage Spa & Salon \*MGM Mirage \*Stations \*San Manuel \*Mandalay Bay

### **Project Manager, Draftsperson, Cabinet Designer**

**ARISTOCRATIC CABINETS - 1997-2007**

Commercial and residential project lead, coordinating complex details between custom shop, clients, architects, contractors, and sub-contractors. Experienced in estimating bids and creating proposals for large scale projects. Ability to run multiple projects simultaneously, independently or as a team player. Created marketable designs, participated in trade shows, created detailed shop drawing, taught 20-20 workshops.  
*Projects:* \*Mauna Kea Resort \*Kukio Resort \*Hualalai Four Seasons \*Kumulani \*Medical \*Manufacturing \*Retail \*Banking \*Corporate \*Multiple unit \*Hamilton Properties

**Owner, Project Manager, Fast Food Restaurant Design INTERIOR CONCEPTS -1996-1997**

### **Project Manager, Interior Designer**

**INTERIORS BY JANMARIE -1991-1995**

*Projects:* Residential & Commercial \*Medical \*Law \*Retail \*Banking \*Corporate \* Religious

### **Cabinet Designer, Local Sales Manager**

**AMERICAN CABINET CONCEPTS - 1988-1991**

### **Showroom Manager, Interior Designer**

**INTERIORS PLUS - 1982-1988**

### **Draftsperson, Space planner**

**SMITH BROTHERS OFFICE OUTFITTERS - 1981-1982**

## TRAINING

Certificate Introduction to Revit Architecture – PPI GROUP

ADA /NKBA Certification – Universal Kitchen Planning – Handicapped Accessibility

Certification 20-20 Design and Cabinetry Software

Certification in Television Production – National Broadcasting School

Auto CAD, Desktop Publishing – Clackamas Community College

Auto CAD, Word, Excel – Lower Columbia College