**CURRICULUM-VITAE**

**Divya Ashok Notani** Mobile No: +91-8208449960/8857863781

Interior Designer E-mail: divyanotani57@gmail.com

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| **Objective** |

To design homes, offices and restaurants for customers who wants to improve the aesthetic quality of their spaces and to work for an interior design firm that can provide me with projects that yield the most lucrative returns and wherein I can showcase my skills and expertise.

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| **Professional Experience** |

**Company Name:**  Apna Projects Pvt Ltd, Hyderabad (On-Site at Bajaj Finserv, Pune)

**Designation:**  Senior Interior Designer

**Duration:**  May2019 – Till Date

**Company Name:**  Color’s Infra Pvt Ltd, Pune

**Designation:**  Interior Designer

**Duration:**  July2018 – Jan 2019

**Company Name:**  Omprakash Thakrani Architects, Nagpur.

**Designation:**  Interior Designer

**Duration:** Feb2017- Jan2018

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| **Certification** |

* **CERTIFIED IN AUTOCAD (AUTODESK)**

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| **Language Proficiency:** |

* Speak and Write English
* Speak and Write Hindi
* Speak in Sindhi

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| **Skill Set** |

* Possesses strong organizational skills, and ability to work independently as well as integrally to the overall project team to prepare high quality project deliverables.
* Strong skills in agility, along with ability to pivot easily when directions and priorities change on short notice in a fast-paced environment. .
* Proficiency in using computer applications for Interior Design
* Good supervisory skills
* Superb visualization skills
* Excellent verbal and written communication skill, with ablity to organize thoughts, communicate clearly, completely and accurately.

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| **Key Responsibility Handled** |

* Develop layouts and finish packages to insure project approach
* Proven ability to prioritize in order to meet deadlines and provide high quality service to clients.
* Have the ability to communicate pleasantly and professionally with both staff and Clients
* Track Financial performance of Projects
* Manage Multiple projects including taking responsibility for the commercial aspect of projects.
* Develop Concept and successfully implement them from concept phase through project execution
* Clearly and concisely communicate with both Internal team members and consultant throughout project duration regarding design concept, Design execution and follow through.
* Excellent at creating and maintaining cross functional working relationship
* Ability to present and communicate design idea quickly.
* Creates interior design sketches as per the Customer’s request and requirement.
* Suggests additions or modifications for certain projects as needed
* Considered the over-all space of the area in the designing process.
* Created initial interior design blueprints and presented them to clients for approval

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| **Academic Profile**  |

Bachelor in Interior Designing

Percentage: 68.69%

Year Of Passing: 2018

Himalayan University

HSC

Percentage: 73.18%

State Board of Maharashtra

SSC

Percentage:76.82%

State Board of Maharashtra

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| **Personal Details** |

Father’s Name : Ashok Notani

Date of Birth : 07/09/1995

Nationality : Indian

Sex : Female

E-mail : divyanotani57@gmail.com

Mobile No. : +918208449960

Languages known : Sindhi, Hindi, English, Marathi

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| **Declaration** |

I hereby affirm that the information in this document is accurate and true to the best of my knowledge.

Date:

Place: Pune **(Divya A. Notani)**