

Marie Adele "M' Adele" Little

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Education

- University of New Mexico
- School of Architecture + Planning
- Class of 2022
- BA in Architecture with Honors

Key Skills

- Rhino 3D
- Revit
- Adobe Illustrator, Photoshop, and InDesign
- Procore Project Management and Bluebeam
- Writing, editing and public speaking experience
- Planning/organizing skills
- Ambitious and punctual
- Creative design thinking

Awards

- Model published in edition of Scribendi Honors Magazine and awarded Western Regional Honors Council Award in the Open Media category, 2021
- Excellence in Leadership Award, awarded by UNM School of Architecture + Planning, 2022
- UNM Leadership + Involvement Award, 2022

Leadership Roles

UNM's AIAS Vice President 2020-2021

- Design graphics for events
- Coordinate events, meetings with AIAS President
- Encourage members to pursue academic success and professional career development
- Attended Grassroots 2020, virtual leadership and design convention

UNM's AIAS President 2021- 2022

- Hosted firm crawls, workshops, and networking opportunities for students
- Planned and directed fundraisers, competitions, and social events for the SA+P

Other Leadership Roles and UNM Campus Involvement

- Chi Omega Sorority Sisterhood Director
- LOBOthon Committee Chair Member for UNM Children's Hospital Dance Marathon Fundraiser
- Phi Eta Sigma National Honors Society
- Order of Omega NHS
- Mortar Board Senior NHS

Experience

University of New Mexico Bookstore, Aug 2018 - Aug 2020

Sales Assistant

- Coordinated with professors and publishers to assure textbooks are stocked
- Handled register transactions
- Shelved books and effectively managed displays

Kate Spade New York at Castle Rock, Nov 2020 - Jan 2021

Seasonal Sales Associate

- Advised shoppers with their style selections
- Knowledgeable of trends, patterns, materiality, and hardware
- Greeted customers, restocked inventory, handled register transactions

Floor&Decor, Feb 2021-May

Designer

- Give design consultations to clients
- Calculate square footage of projects
- Design display boards with store products
- Sell store products to clients
- Call potential clients to schedule design consultations

Tent Rock, Inc

General Contracting and Custom Homes May 2021 - current

Intern - May 2021 - Jan 2022

Project Engineer - Jan 2022 - current

- Historical renovations and residential projects
- Organize project schedules
- Order materials for jobs
- Create budgets for projects
- Write contracts for subcontractors, vendors, and clients
- Create project timelines and schedules
- Ensure projects running efficiently
- Meet with clients to discuss project details

References

Angela Pacheco, Advisor at UNM SA+P
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Terrance Brown, FAIA
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