



TRACY LONG

INTERIOR DESIGNER

CONTACT

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PROFILE

CERTIFIED INTERIOR DESIGNER WITH A PASSION FOR THE VISUAL ARTS AND PSYCHOLOGY. WITH MY TEAMWORK-ORIENTED AND PROBLEM-SOLVING SKILLS, I AM ADEPT AT EXECUTING PROJECTS AND DELIVERING QUALITY RESULTS FOR CLIENTS.

PERSONAL INFORMATION

NATIONALITY: CANADIAN
LANGUAGES: ENGLISH, CANTONESE, MANDARIN

EDUCATION

M.S. IN SPATIAL EXPERIENCE DESIGN, ARTCENTER COLLEGE OF DESIGN (2024 - 2026)

CERTIFICATE OF INTERIOR DESIGN, UNIVERSITY OF CALIFORNIA, LOS ANGELES EXTENSION (2020 - 2022)

B.A. IN PSYCHOLOGY, MAGNA CUM LAUDE, UNIVERSITY OF CALIFORNIA, LOS ANGELES (2018 - 2020)

A.A. IN LIBERAL ARTS - SOCIAL & BEHAVIORAL SCIENCE, SANTA MONICA COLLEGE (2015 - 2018)

SKILLS

- ADOBE CREATIVE SUITE
- AUTOCAD
- RHINO 3D
- SKETCHUP
- UNREAL ENGINE, TWINMOTION, ENSCAPE
- HAND DRAFTING & SKETCHING
- MODEL-MAKING
- CONCEPT DEVELOPMENT
- BRAND STRATEGY & CREATIVE DIRECTION

AWARDS

- **AXEL LIVES SCHOLARSHIP AWARD**, ARTCENTER COLLEGE OF DESIGN (2025)
- **DEAN'S LIST**, UNIVERSITY OF CALIFORNIA, LOS ANGELES (2018 - 2020)
- **COLLEGE HONORS**, UNIVERSITY OF CALIFORNIA, LOS ANGELES (2018 - 2020)

EXPERIENCE

JUNIOR INTERIOR DESIGNER, FREELANCE (SEPT 2023 - PRESENT)

- ASSEMBLING CAD CONSTRUCTION DOCUMENTS AND DESIGN SPECIFICATIONS
- CREATING FINISH & FF&E SCHEMATICS FOR CLIENT PRESENTATIONS
- COORDINATING PURCHASING, ORGANIZATION, ARRANGING NOTES AND FILES
- SOURCING SAMPLES, INTERFACING WITH CONTRACTORS, FRAME WALKS, AND INSTALLATIONS

TEACHER ASSISTANT, ARTCENTER COLLEGE OF DESIGN (SEPT 2025 - DEC 2025)

- HELPED WITH CLASS SETUP, TRANSITIONS, AND KEEPING ENERGY FLOWING DURING CRITIQUES AND WORK SESSIONS
- PROVIDED A PRESENCE STUDENTS CAN TURN TO FOR LOGISTICAL QUESTIONS, ENCOURAGEMENT, AND FEEDBACK
- ASSISTED INSTRUCTORS TO TRACK PARTICIPATION, FLOW, AND ANY NEEDS THAT ARISE

DESIGN ASSISTANT, BOBBY BERK (MAY 2023 - SEPT 2023)

- ASSEMBLED CAD CONSTRUCTION DOCUMENTS AND DESIGN SPECIFICATIONS
- CREATED FINISH & FF&E SCHEMATICS FOR CLIENT PRESENTATIONS
- ASSISTED WITH PURCHASING, ORGANIZATION, JOB CHECKLISTS, ARRANGING NOTES AND FILES
- DELIVERED SAMPLES, INTERFACED WITH CONTRACTORS, FRAME WALKS, AND INSTALLATIONS
- ASSISTED DESIGNERS WITH LIGHT ADMINISTRATIVE WORK

INTERIOR DESIGN INTERN, WALDO'S DESIGNS (OCT 2022 - MAY 2023)

- ASSISTED IN SOURCING FURNITURE, FINISHES AND FABRICS FOR DESIGN PROJECTS
- MAINTAINED THE MATERIAL LIBRARY, INCLUDING LABELING, TRACKING AND FILING SAMPLES
- RAN ERRANDS AND FREQUENT VISITS TO THE PDC
- ASSISTED DESIGNERS WITH LIGHT ADMINISTRATIVE WORK

DESIGN ASSISTANT, RITA NAFFAS DESIGNS (OCT 2022 - MAY 2023)

- PREPARED SCHEMATICS AND DOCUMENTATION FOR CLIENT PRESENTATIONS
- ASSISTED WITH DESIGN PLANS, AUTOCAD DRAWINGS, PHOTOSHOP, ETC.
- ASSISTED WITH SOURCING FURNISHINGS
- ASSISTED WITH SOCIAL MEDIA AND OTHER MARKETING TASKS