

# SARA CROWELL

NCIDQ #34796, LEED AP ID+C, IIDA

## CONTACT

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Portfolio: <https://www.houseofcrowell.com/>

## ABOUT ME

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Self-motivated. Quick learner. Organized. Hard worker. Responsible. Dedicated. Reliable. Washingtonian. Enjoys collaboration and mentorship. Musician. Traveler. Designer.

## SKILLS

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Revit. Enscape. AutoCAD. BIM360. Adobe Creative Suite. Microsoft Office & Teams. Sharepoint. Blubeam. SketchUp. Miro

## WORK EXPERIENCE

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### **Project Manager, Design & Construction Services, Starbucks, Seattle, WA** [Jan. 2020 - Present]

- Collaborate and coordinate with cross-functional teams to solve problems and sustain programs that support the future growth and evolution of stores.
- Contributes to and supports the creation, maintenance, and sustainment of architectural standards, design guidelines, product specifications, visual aids, and other tools used by regional store development teams and other consultants, including details, prototypes, design intent sets, Revit kits and new Revit content, and website documentation.
- Consult with internal business units to identify, document, and resolve architectural matters with various agencies having jurisdiction (health, fire, safety, etc.).
- Provides communication and training to store development teams in support of programmatic releases, process optimization, and continued standards development.
- Develop design guidelines, visual aids, and specifications required to scale programmatic initiatives.

### **Associate 1, MG2, Seattle, WA** [Oct. 2017 - Dec. 2019]

- Applied client standards to produce and update design and construction documentation for multi-family, hospitality projects, and specialty retail stores.
- Created 3D renderings and other visual aids for client presentations.
- Prepared permit documentation packages to send to expeditors in multiple jurisdictions.
- Managed construction administration phase of a multi-tower project; coordinated drawings with architect and consultants.
- Created Revit content and developed, managed, and taught BIM standards to commercial interiors team.

### **Junior Designer, IA Interior Architects, Seattle, WA** [July 2016 - Sept. 2017]

- Managed, maintained, researched, and updated design guidelines for a global online retailer.
- Updated, created, and reviewed standard drawings and specifications with senior technical staff.
- Administered and managed workplace and ancillary furniture guidelines on-boarding, outlining tools, templates, and processes to meet global client's needs and expectations.
- Researched ancillary furniture items and finishes for global online retailer and provided guidance to project teams for selections based on client expectations.
- Performed QA/QC reviews of design documentation, client presentations, and ancillary furniture specifications for guideline compliance.

## EDUCATION

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**Bachelors of Interior Architecture**  
University of Oregon

## PROFESSIONAL ORGANIZATIONS

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**IIDA Northern Pacific Chapter (NPC)**  
Professional Member  
Advocacy Committee Member; Internal Committee Chair