



Pandora L. Seibert, Allied, ASID
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FL.Lic #974
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Objective To utilize my creative experience in design.

Profile

- Entrepreneurial experience as a interior design & retail store owner
 - Ability to conceptualize and manage complex design projects
 - Goal-oriented with strong management capabilities
 - Proven ability to work with customers, sub-contractors, and vendors
 - Creative and resourceful
 - Incorporate Feng Shui principles in design
 - Civic and community service oriented
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Education Ringling College of Art & Design, B.F.A. Interior Design
Manatee Community College, A.A.
Licensed Interior Designer, Lic. #974

Relevant Experience & Accomplishments

- Organization, management, administration and marketing
 - Custom Cabinetry design to installation
 - Customer relations, communications and follow-up
 - Project management including conceptual design, implementation, scheduling, and oversight
 - Computer literate
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Employment **Pandora's Box, Inc. – President,** 1995 - Present

Residential and commercial interior design services
Design interiors applying Feng Shui
Full service firm with highly personalized customer relations
Project management from conceptual designs to oversight of Installations.
Marketing, purchasing, invoicing, contracts, budgeting

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“Pandora’s Box” Retail Store on Palm Avenue 1995-2000
Managed all aspects of a retail store from start-up
Purchasing, advertising, customer relations, budgets
Employee management, bookkeeping, cash flow
Designed Christmas display windows for Barnes & Noble
Selected to design for Symphony Showcase House

Ray Routh, Inc. Sales/Design Associate 2001-2004
Collaborated with clients to create custom cabinet designs
for kitchens, baths, entertainment units, fireplaces, etc.
Responsible for completely detailed design packages
Coordinated with talented team members on CAD drawings,
manufacturing, scheduling, and installation

Published Works

Downtown & Beyond Sarasota 2005 - feature article on Kanaya,
a condominium.
Professional Remodelers Magazine 2003– Sedacca Residence
Kitchen & Bath Magazine 2003 – Kitchen Design

Civic & Professional Service & Affiliations

Civic League of Sarasota
Board of Adjustments, City of Sarasota
Lido Beach Pavilion Task Force Team
Hudson Bayou Association, Past President