

## **Emily Hayden Phillips**

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Online Portfolio: [www.emilyhphillips.info](http://www.emilyhphillips.info)

### **EDUCATION:**

**Calhoun Community College** – Decatur, AL 2017 – 2018

*Courses for new programs – Fundamentals in Drafting and Design Revit and Lumion*

**Auburn University** – Auburn, AL 2003 – 2007

*School of Architecture, Design, and Construction, Bachelor of Architecture*

**Calhoun Community College** – Decatur, AL

*Attended two years working towards a degree in Architecture* 2002 – 2003

### **EXPERIENCE:**

***Head of Design/Business Manager/***

***Project Manager/Web Development***

**Supreme Coatings Specialists** – Decatur, AL January 2021 – Present

- Head of Design at Supreme Coatings Specialists.
- Business Manager, Project Manager for Numerous Flooring Jobs including Flake Epoxy, Metallic Epoxy, Stained Concrete and Stamped Concrete.
- Designed Company Website/Business Cards – Current Head of Graphic Design.

***Head of Design/CAD Designer/REVIT Designer/BIM***

**Summershade Design and Consulting--** Huntsville, AL January 2021--August 2021

- Designer and CAD/REVIT/BIM technician at Summershade Design.
- Design Outdoor Living Spaces and Swimming Pool Hardscapes.
- Design and Produce Construction Documentation of Architectural and Landscape Architectural Outdoor Living Spaces and Hardscaping for Custom Fiberglass Pools.

***Contract Employee (Remote)***

**Eley Guild Hardy Architects – Biloxi, MS.**

January 2015 – March 2020

- Worked remotely on producing Construction Documents for a variety of projects for the firm including K-12 Educational Projects and Retail Projects.

***Intern Architect***

June 2007 – July 2008

**Eley Guild Hardy Architects – Biloxi, MS**

- Infinity Science Center – NASA Stennis Space Center, Hancock County, MS  
Main focus was to support the facility planning, design, estimating, bidding, and awarding of the construction documents for the \$20,000,000 NASA Infinity Science Center in Hancock County Mississippi.
- Participated in AE Design-Review meetings with client and NASA.
- Coordinated with planning and engineering consultants including civil, mechanical, electrical and structural during planning, design, bidding and awarding of the facility.
- Coordinated with the different user groups at the NASA Infinity Science Center with the development of facility requirements, facility estimates, and facility schedule.
- Coordinated with user groups to integrate the facility space, mechanical and electrical and requirements for the museum, exhibits and equipment.
- Researched material selections and building systems.
- Supported facility requirements development, facility planning, design, and construction.
- Reviewed and coordinated the facility construction estimate for the engineering firm.
- Quality Control review of final Architectural and Engineering documents and specifications.

***Visiting Researcher Exchange and Outreach Program (VREO)***

Summer 2006

**National Aeronautics and Space Administration, Facilities Engineering Department  
Marshall Space Flight Center, Alabama**

- Updated NASA facilities Databook, use of MicroStation V8.
- Attended AE Design-Review meetings, weekly.
- Attended follow-up construction meetings with clients, weekly.
- Attended Contract Biddings, gained experience in Contract Management.

***Undergraduate Research Program (USRP) Fellowship***

Summer 2005

**National Aeronautics and Space Administration, Facilities Engineering Department  
Marshall Space Flight Center, Alabama**

- Research in Sustainable Design.
- Research in Leadership in Energy and Environmental Design (LEED).
- Wrote a research paper on Sustainability and LEED for USRP.
- Presented an Introduction of Sustainability and LEED to NASA's facilities engineering department.
- Gained experience in Facilities Engineering and Architecture including: Architectural Design and Construction, Contract Management and Administration.

**TECHNICAL SKILLS:**

REVIT, REVIT Lt, Lumion, AutoCAD, MicroStation V8, Rhinoceros, Google SketchUp, Adobe Photoshop, ImageReady 7.0 & Dreamweaver XP. Microsoft Office Professional package (Word, Works, Excel, PowerPoint), Google Office Professional package (Docs, Sheets, Slides)

**ACHIEVEMENTS & INVOLVEMENTS:**

- AIAS--American Institute of Architecture Students
- Auburn University Rural Studio
- Dean's List, Calhoun Community College
- President's List, Calhoun Community College
- Dean's List, (Auburn University)
- Phi Theta Kappa – International Honor Society
- Auburn Study Abroad, Europe: ROMA '06