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|  | LINDA AYOUB  19 Wentworth Road EASTWOOD NSW, 2122 | 0425 378 401 linda@request.net.au |
| Objective | I’m very keen to endeavour to find work in the architectural / design industry.  I am enthusiastic, passionate, and have great communication skills and always looking to be challenged.  I have a positive attitude, adaptable, and self-motivated and have the ability to prioritise multiple tasks.  Interior design, architecture and homes in general has been a lifelong passion of mine and its time for me to follow my passion. |
| Experience | Request Construction  Administration Manager/Accounts Manager  2000-Present  Accounts payable and receivable, MYOB data entry. Product and material sourcing and selections. Customer liaising throughout project duration.    Interior design assistant/ Draftsperson  1995-2000  Design and draw furniture. Liaise with clients on design choices. Office administration. |
| Education | Interior Decoration  Whitehouse School of Design -Completed 1999  Architectural Drafting  Sydney Technical College -Completed 1989  High School Certificate  Oakhill College -Completed 1987 |
| Communication | Communicate clearly with work colleagues. Strong communication skills, both verbally and written. |
| Leadership | Self-motivated, show initiative in all aspects of the working environment. Work well within a team group. |
| References | Reem Burrows – Executive Coaching/ Personal Development  0451 827 271 |