

# Grace Manongtong



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address: ***Philippines (open for relocation)***

## core qualifications

Interior Design	3d Interior Rendering
Vendor and Client Relations	Graphic Design
Space Planning & Utilization	Video Editing
Material Sourcing	Social Media Management

## education

Philippine School of Interior  
Design-Ahlen Institute  
BS Interior Design

## skills

Sketch Up  
Basic AutoCAD  
Enscape  
Adobe Photoshop  
Adobe Premiere  
Adobe Lightroom  
Microsoft Office  
Canva  
Procreate

## languages

Filipino  
English  
Fukien  
Basic Mandarin  
Basic Korean  
Basic Japanese  
Basic French

## experience

### ***FF&E Designer***

Goudie Associates

Sept 2019 - March 2022 / Dec. 2022 - Present

- Assist lead designer in conceptualization
- Video editing for client presentations
- Preparation of materials and material board
- Sourcing of materials and furniture
- Coordination with designers and vendors
- Documentation of design specifications

### ***Event Designer***

Beyond Creatives, Inc.

June 2017 - Dec 2017

- Attend meetings and identify client goals
- Conceptualization of design proposals
- 3D modelling and graphic design
- Sourcing of vendors and furniture rentals
- Assist in prop making and event set-up

### ***Interior Design Intern***

Design Hirayama + Quesada

Jan 2017 - April 2017

- Conceptualization of ideas
- 3D modelling and graphic design
- Coordination with vendors
- Site visits
- Assist lead designer in interior styling

# Grace

## Manongtong

*certifications and other interests*

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RYT200 YTT  
January 2019

JLPT N5 Certification  
January 2020

Alliance Française de Manille  
Jan. 10, 2022-Present  
A1-A2 French Class

In.Design Visualization Studio  
Jan. 19, 2022  
Enscape Interior Design Rendering Workshop

Creativoices Productions  
Nov. 2021  
Certified Voice Artist Program

Graphics Media Training Philippines  
Nov. 1-6, 2021  
Masterclass for Video Editing

University of the Philippines-Diliman  
Sept. 14, 2019-April 2020  
Thai 1 & 2  
June 16, 2019-August 2020  
N5 Intensive Japanese

Lejit Online Virtual Assistance Academy  
Oct. 23-25, 2021  
General Virtual Assistant Training

Kana Mori  
Sept. 2019-Feb. 2020  
Basic Fashion Design

Mr. M Leather Crafting  
Dec. 12-13, 2020  
Basic Leather Bag

Korean Cultural Center  
Sept. 2022 - Dec. 2022  
Korean Level 2B  
June 2021-August 2021  
Korean Level 2A  
Sept. 2017-Dec.2017  
Elementary Korean Language  
May 2017-August 2017  
Basic Korean Language, Sagunja, Taekwondo  
Sept. 2016-Dec. 2016  
Kpop Dance, Minhwa, K-singing

Mysterium Philippines  
Sept. 18, 2019 - Feb. 2020  
Intuitive Awakening  
Intro to Tarot  
Reiki Healing Level 1 & 2

Arohan Yoga - Rishikesh, India  
Jan. 7, 2019-Jan. 31, 2019  
200HR Yoga Teacher Training

Federation of Philippine  
Photographers Foundation  
Nov. 2015-Dec. 2015  
Advanced Photography (Best in Portrait)  
April 2015-May 2015  
Basic Photography

De La Salle-College of St. Benilde  
May 2017-August 2017  
Filipino Sign Language Level 3  
Sept. 2016-Dec. 2016  
Filipino Sign Language Level 2  
May 2016-July 2016  
Filipino Sign Language Level 1