

ANASTASIA MAMAEVA



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OBJECTIVE An energetic, creative minded, versatile, diligent interior designer and skilled management professional with leadership qualities and unconventional vision is seeking a growing high-integrity company to apply her knowledge, skills and experience.

EDUCATION

Novikov School of Restaurant Management

Diploma, General restaurant manager

www.novikovschool.com

Moscow, Russia
July 2019

“Details” School of Interior Design

Diploma in Interior Design

Member of International Interior Design Association (IIDA)

Operates in compliance with professional standards of IIDA

www.details-moscow.ru

Moscow, Russia
September 2015

Irkutsk State University, Baikal International Business School, Siberian-American School of Management

B.S. in Management

BBS is ranked as one of the top 1000 business schools in the world by «Eduuniversal ranking»

www.buk.irk.ru

Irkutsk, Russia
June 2011

“Euroclass” Interior Design School

Diploma in Interior Design

Irkutsk, Russia
May 2009

EXPERIENCE

“AM DESIGN LAB.”

www.designanastasiam.com

Interior designer-decorator

Founder of virtual laboratory of design and style

INTERIOR DESIGN

- Development of complex Interior Design projects (Residential and Public spaces) using initial ideas and acquiring key information about potential projects; discussing requirements with clients in detail (the brief) and setting project schedules;
- Development of a design concept / home decoration for a new or existing spaces;
- Interior re-design and renovation;
- Presentation of detailed working drawings, designs, plans, models and schemes, using computer-aided design software;
- Selection of products, e.g. fittings, furniture, lighting, finishes, decoration providing samples for client, considering materials and costs according to set budgets and negotiating project fees;
- Advising on color schemes, fabrics, fittings and furniture;
- Project manager for the client throughout the construction stage.

Irkutsk, Russia
January 2014 –
present



PRODUCT DESIGN

- Decorative cushions AM DESIGN LAB. Handmade work. Exclusive prints.

EVENT DECORATION

- Event design, which helps to set up the mood, framing emotions with professionally-designed displays of concept of an event;
- Table setting;
- Interior design photo shoot styling;
- Decor of window displays.

PERSONAL STYLE

- Creating an image and personal style for clients all around the world;
- Online styling;
- Photographic styling;
- Providing expert knowledge on products and styling ensembles;
- Bride and groom style.

ESSENCE EST.2020, fashion brand

[@essence.est.2020](#)

Operations Executive Director

- Development of financial and marketing strategies;
- Control over the implementation of financial and marketing strategies;
- Participation in financial planning, budget control and cost optimization;
- Optimization and control of business processes;
- Management of operation activities;
- Risk management;
- Supervision of advertising campaigns and marketing activities, control of e-commerce projects;
- Organization and production of photo shooting;

Moscow,
Russia
September 2020 –
February 2021

Design Place, showroom for high end design furniture and lightning

[www.designplace.ru](#)

Project Manager

- Complete equipment of premium class interiors;
- Preparation of specifications and commercial proposals for clients;
- Preparation of samples: materials and fabrics for presentation specifications;
- Signing contracts;
- Cooperation with all the departments of the company;
- Creation of working materials in the field of interior design on the basic level: drawings, collages, visualizations, etc .;
- Performing other duties assigned by management.

Moscow,
Russia
June 2020 –
September 2020

Restaurant holding “Vkusno pit”

[www.rakovaya.ru](#)

[www.gashek-bistro.ru](#)

General restaurant manager

- Plan and direct all restaurant operations;
- Maintain high standards of food, service, health and safety, ensure the efficient and profitable business performance of the restaurant and the optimal utilization of staff and resources;
- Meets restaurant financial objectives by developing financing;
- Plan and monitor restaurant sales and revenue; keep a record of income and expenses;
- Accomplishes restaurant and bar human resource objectives by recruiting, selecting, orienting staff;
- Interact with customers; problems;

Moscow,
Russia
January 2019 –
March 2020

- Keep current with trends in the restaurant industry.

Internship at Lensvelt Furniture Label

www.lensvelt.nl

Intern

- Cooperating with all departments of the company;
- Producing and developing interior design materials;
- Supporting interdepartmental teams with creative design requests;
- Doing other duties as assigned.

Amsterdam,
Netherlands
October 2018 –
November 2018

“Bronshtein’s Gallery of Contemporary Art”

www.vbgallery.ru

Exposition decorator

- Support the visual and quality standards within the gallery;
- Searching for original ideas for art expositions of Russian and foreign artists;
- Creating of exposition concepts;
- Working with various levels of management to ensure that product is being displayed in the most favorable way possible;
- Managing gala openings and entertainment for the gallery’s guests;
- Managing the gallery’s budget and dealing with constructors for new expositions.

Irkutsk, Russia
November 2017 –
October 2018

Artist representative manager in Russia - Mattijs Scholten

www.matthijsscholten.com

- Communicating with galleries;
- Negotiating contracts and fees;
- Finding and booking venues to match artist’s career strategy;
- Advising on career decisions, publicity and promotion

First exhibition in Irkutsk, Russia at Bronshtein’s Gallery of Contemporary Art

Aug 2018, www.vbgallery.ru

Second exhibition in Moscow, Russia with Ottepel Gallery

Sep 2018, www.ottepelart.ru

Russia –
Netherlands
January 2018 –
present

School “ECOLE”

www.ecole-irk.ru

Lecturer. Author’s program in personal style and fashion.

Irkutsk, Russia
September 2017 –
October 2018

“Adriatic Marinas” Porto Montenegro – Luxury Marina and Real Estate

www.portomontenegro.com

After Sales Team. Customer Service Manager for Russian clientele

- First contact with homeowners;
- Apartment Handover;
- Cooperation with all service departments;
- Handling of complaints;
- Alterations to apartments/ renovations.

Tivat, Montenegro
April 2013 -
September 2013

“Pavline restobar”

General Restaurant Manager/ Entrepreneur

Interior Design of Restobar was developed by Anastasia Mamaeva.

- Implementation of strategies and development of organization;
- Maintenance of budget and employee records, preparation of payroll, bills, and monitoring of bookkeeping records;
- Processing and analyzing of information, scheduling and budgeting;
- Organization of total receipts, deposition of receipts;
- Development of communication with customers, sales representatives and suppliers;
- Recruiting, hiring, and overseeing personnel;
- Decision making and solving problems concerning menus and staff;
- Implementation of ideas or marketing strategy;
- Event manager – organized special events, parties.

Irkutsk, Russia
November 2009-
December 2012

“Vine Journey”

Organizer

- Developing marketing campaign to promote the product;
- Organization internal learning process;
- Selection of restaurants as a venue for lectures;
- Purchasing wines for tasting.

Irkutsk, Russia
November 2010-
May 2011

**ADDITIONAL
QUALIFICATIONS**

- Knowledge of design and fashion trends, color schemes and designer labels;
- Awareness of art, design and fashion history;
- Developed creativity, which helps transform innovative ideas into reality;
- Unconventional and original vision;
- Excellent interpersonal, communication and people management skills; personal approach to different types of people;
- Goal-driven achiever with strong time and project management skills;
- Motivated team player with demonstrated talent for research, problem solving, multi-tasking and analytical abilities;
- Fast learner, open to everything new;
- Computer proficient: ArchiCAD, Adobe Photoshop, SketchUp;
- Fluent in Russian and English Languages (International House London Language school IELTS overall band 6.5).