

Kathleen L. King



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Education

University of Colorado

Masters Candidate: Landscape Architecture

Denver, CO

Expected Graduation: May 2012

University of Michigan

Bachelor of Arts in French Language & Literature

Minor in Biology

Ann Arbor, MI

May, 2006

Columbia University

Undergraduate Language and Humanities Program

Paris, FRANCE

Fall 2005

Experience

Rossetti

Architectural Intern

Produced plan, elevation and detail drawings for ongoing projects using AutoCAD software. Created proposal documents for future projects using Adobe Creative Suite. Researched future opportunities and capital improvement projects. Updated construction drawings and requests. Researched material possibilities and pricing.

Denver, CO

May 2010 - August 2010

AmeriCorps

UCAN Service Volunteer

Worked with Colorado Center for Community Development and LiveWell Colorado to conduct research in the Westwood neighborhood of Denver in an effort to create healthy eating habits and stronger community connections. Proposed community events and spaces through narratives and drawings for Westwood residents in order to meet these needs.

Denver, CO

January 2010 - May 2010

LeVasseur & LeVasseur, P.C.

Paralegal

Conducted legal and medical research for a Workers Compensation defense firm. Responsible for scheduling, mailing and some billing procedures. Worked with Microsoft applications and AbacusLaw.

Southfield, MI

December 2008 - August 2009

Slayton Search Partners

Research Associate

Responsible for developing and executing research agenda to locate top-level executives for positions with client companies. Supported consultants nationwide in research and recruiting efforts through Internet and print sources as well as cold calling and sourcing contacts. Gathered, summarized and communicated industry specific research in an effort to attract new clients. Worked with Microsoft Office applications as well as the Encore and Filefinder database systems.

Chicago, IL

July 2007 - October 2008

Spencer Stuart

Mergers & Acquisitions Company Researcher

Researched large company transactions in order to locate C level executives for recruiting and contacts. Responsible for a daily report listing client as well as potential client transactions that is sent to Spencer Stuart offices in over 50 countries. Maintained and audited Spencer Stuart's private executive database. Worked with Microsoft Office applications.

Chicago, IL

June 2006 - July 2007

Fairchild Publishing

Editorial Intern

Worked with editors and writers from W Magazine, Women's Wear Daily, WWD Beauty Report, and WWD Scoop preparing and presenting research under strict deadlines. Assisted administrative staff with Fashion Week projects. Conducted and transcribed interviews. Organized calendars and event schedules. Spoke French in the course of daily activities. Acquired an understanding of the publishing world as an industry.

Paris, France

September 2005 - December 2005

Volunteer Work:

UNICEF Tap Project Volunteer

2007 - Present