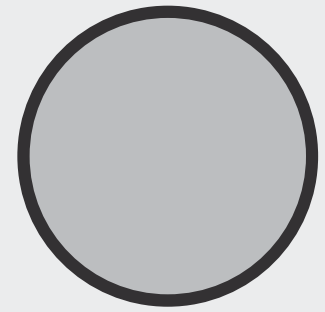


# ABBY SINSHEIMER

CREATIVE MANAGEMENT







## PROFESSIONAL EXPERIENCE

- 2018-2020** ● **CREATIVE PRODUCER**  
Hotopp Associates / Orlando, FL
- Responsible for managing creative team of in-house and freelance artists on creative deliverables to clients and internal leadership.
  - Responsible for project finance and accounting including client invoicing, P&L projection, vendor payments and data entry in project management software Workbook.
  - Reviewed contracts and legal documentation, managed change orders and directives.
  - Managed on-site installations for several projects. Directed internal teams alongside vendors, General Contractors and partners.
- 2016-2018** ● **SHOW SET DESIGNER**  
Walt Disney Imagineering / Orlando, FL
- Instrumental in developing show drawings from Revit, BIM360 & Maya for show design drawing package project deliverable.
  - Collaborated with multidisciplinary team in field for show install.
- 2017** ● **ASSISTANT MANAGER, INTERIOR DESIGN**  
Universal Creative / Orlando, FL
- Directed Interior Design to consultants for large scale international theme park. Reviewed consultant and vendor drawings, specifications and submittals.
  - Developed Interior Design project standards for restroom layouts, retail fixtures and others.

## EDUCATION

- 2016** ● **UNIVERSITY OF FLORIDA**  
M.E. Rinker, Sr. School of Construction Management
- Master's Certificate of International Construction Project Management
- 2008-2013** ● **VIRGINIA TECH**  
School of Architecture + Design / School of Visual Arts
- Bachelor's of Science, Interior Design  
Bachelor of Arts, Art History

## CONTACT

-  +1(703) 434-9873
-  asinsheimer@gmail.com
-  [Linkedin.com/abby-sinsheimer](https://www.linkedin.com/in/abby-sinsheimer)
-  Orlando, FL

## QUALIFICATIONS

- Able to lead a team of diverse creative professionals, maintaining project scope, schedule and budget.
- Experience in project management, planning and design process.
- Successful at collaboration within a multidisciplinary team.
- Professional design acumen and research skills.
- Organized and detail oriented.

## SKILLS

- Revit
- AutoCAD
- BIM360
- Adobe Creative Suite
- Microsoft Office Suite
- Bluebeam

## SUPPLEMENTAL

Additional professional experience can be found on my linkedin account.

References and project list available by request.