

Nicole Schmitt

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Objective

Bachelor's degree in fine art

Masters degree in Architecture.

Seeking employment where my architectural skills will continue to develop and my efforts will be recognized.

Employment experience in broadcast television production, information technology, graphic design, higher education and assisting at structural engineering firm.

Relevant Experience

Schmitt Engineering, PLLC

2009-Present

(Summers & Vacations during Master's Degree Program)

Intern Architect

(Previous to graduating was main draftsman for residential solar panel installations.)

Performed site reports and drawings, drafted documents of existing conditions of commercial and residential projects for use by engineers.

Collected, wrote and submitted documents to meet building department requirements for various municipalities on Long Island.

Assisted with pre-purchase home inspections at sites, with clients and in the office.

Performed Forensic site inspections at various locations in New York City and Long Island.

Assisted with performing Local law 11 inspections.

SRA A+E (SRA Architecture and Engineering)

July 2016- December 2016

Intern Architect

Worked with a team of intern architects on weekly presentations to clients for a condo project in Long Island City (using Illustrator and InDesign with AutoCAD)

Assisted with revisions to C.D. sets as needed.

Helped lead design architect by building his project and revisions in Rhino 3d.

Consolidated existing 'best drawings' from various jobs into a 'master' CD set for use by all interns.

The School of Visual Arts

2001-2007

*Senior Library Project Coordinator / Assistant to the Chairman of Graphic Design
Web Design Instructor.*

Participated in portfolio reviews at end of each academic year.

Provided administration and project based support to the chairman of Graphic design.

Project producer for SVA's 'Senior Library,' award-winning, annual publication of student work.

Taught undergraduate and continuing education students about developing a website from idea to completion.

Saturday Night Live

1996-2004

Computer network designer, manager/Commercial Liaison/ Production Staff

Designed, managed and maintained a Mac based secure network for the use of writers, cast members and guest hosts.

Consulted with and advised visiting V.I.P.'s (guest hosts/ musical guests) in need of assistance with personal hardware and software related concerns.

Developed solutions for research, writers, graphics, video, legal, etc.

Advised the producers of the Saturday Night Live regarding the development of an SNL on line identity.

Liaison with commercial representatives from NBC to implement changes to the advertisements aired on the live SNL show based on content and clients.

Education	Master's of Architecture City College of New York	2017
	Graduate credits: Interactive Telecommunications Program New York University , Tisch School for the Arts	1996
	Bachelor of Fine Arts Major, Minor in Art History Boston University	1993
Continuing Education	Pace University Intro to C+ and iOS development	2011- 2012
	New York University School of Professional Studies AutoCAD 1,2 & 3	2012
	The School Of Visual Arts Various classes (3d Sculpture, Graphic presentation)	2000 –2006
Awards & Recognition	The Research Foundation of The City University of New York Rooftop Design Competition, 4th Place	2015
	Academy of Television Arts & Sciences Honor for Contributions to Outstanding Variety, Music or Comedy Series SATURDAY NIGHT LIVE: The Anniversary Special	1999- 2000
	The New York Times Full Color Reproduction of my painting as part of review by Helen A. Harrison of a group show at The Gallery North, 'Emerging Artists, Emerging Visions.'	July 15, 2001
	Academy of Television Arts & Sciences Honor for Contributions to Outstanding Writing for Variety, Music or Comedy Program SATURDAY NIGHT LIVE	2001-2002
	Princess Grace Foundation Scholarship to study 'Art as Investment' as exchange student in Monaco	1992
	Chronological Employment History (Previous 2009)	The Lee Strasberg Theatre & Film Institute Admissions, PDSO, International Student Affairs Reviewed applications and conducts interviews with prospective students. Initialized and maintained all SEVIS records for all Student visas for enrolled students. Updated and maintained www.strasberg.com on a weekly basis. Creates new intensive programs for weekends and for professional workshops. Organizes and maintains the allocation of assets for classes. Spearheading an overhaul of the brochure and the website.
The School of Visual Arts Senior Library Project Coordinator- Assistant to the Chairman of Graphic Design and Advertising Provided administration and project based support to the chairman of Graphic design and Advertising. Organized, maintained and revised files, photo files and spreadsheets. Instructed students and faculty in use of new media. Project coordinator of the 'Senior Library,' a book of student artwork printed each year. Instructed Students in Photoshop, Illustrator, Flash, Dreamweaver, ImageReady, GoLive, Shockwave, and HTML.		2001-2007

Saturday Night Live**1996-2004****Computer Network Designer, Manager & Commercial Liaison**

Provided administrative support to the cast, writers, producers and hosts.
 Designed, managed and maintained a Mac based secure network for the use of writers, cast members and guest hosts.
 Managed vendor relationships and procured equipment for the show (Cisco switches, desktops, servers, laptops, etc.)
 Consulted with and advised visiting V.I.P.'s (guest hosts/ musical guests) in need of assistance with personal hardware and software related concerns.
 Developed solutions for research, writers, graphics, video, legal, etc.
 Assisted and advised in all areas of computers, from designing a network to advising writers about proper terms for dialogue in computer related sketches on the show.
 Advised the producers of the Saturday Night Live regarding the development of an SNL site for NBC Interactive Liaison with commercial representatives from NBC to implement changes to the advertisements aired on the live SNL show based on content and clients.
 Trained unskilled individuals on the digital environment.
 Took on various roles in this fast paced changing environment: Writers Assistant/ Information Systems Manager.

Atlantic Records**1997-1999****Multimedia Co-Producer, Freelancer**

Designed online promotions with the 'New Media Lab' to promote Atlantic Artists and releases.
 Participated in the production of Atlantic Jazz day (free concerts) in Bryant Park.
 Developed a number of live online concerts with Atlantic artists from the Atlantic records online studio.
 Made clips of new releases and developed promotional contests for new releases.
 Introduced Atlantic Artists to the new Media Lab and explained how the lab could be used to promote their current release.

Exhibiting Fine Artist, Oil Painting**1994-Present**

Show at The Gallery North on the north shore of Long Island.
 Featured as an 'Emerging Artist' with a color reproduction of my work in The New York Times with a review by Helen K. Harrison of The New York Times.

The School of Visual Arts**1994-1995**

Assistant manager in their production studio for enrolled students. Maintained equipment (color and black and white copiers as well as other equipment. Assisted with installation of first 'computer lab' at SVA with Adobe Photoshop and Illustrator and Quark Express.

Code Notch Labs/ Island Color Studio**1994**

Production assistant in professional photography lab and studio. The Studio worked in both digital and traditional photography formats.

Intern, Development Department Parrish Art Museum**1992**

Assisted department in producing events related to the Annual Summer Gala fundraiser. Assisted in greeting guests and V.I.P.'s in conjunction with the museum.

Skills

AutoCAD, Photoshop, Illustrator, InDesign, Revit, Rhino, Grasshopper, MS Excel, MS Word, iOS, PowerPoint, hand drawing, model making, old master painting materials, oil painting, 'Art as Investment', Forensic Engineering, Forensic Architecture, PV Array drawings.