

Susan E. Miles
994 Redstone Lane
Dunwoody, Ga 30338
(404) 399-9180

Professional Summary

An accomplished interior designer and business woman who is founder and President of Allegro Interiors, with a strong prior background in sales and sales management as well as in professional ballet, choreography, singing, and theater.

Professional Memberships & Certifications

State of Georgia Certified/Registered Interior Designer (License # 222)
American Society of Interior Designers (ASID)
Georgia State Board of Architects
Georgia Alliance of Interior Design Professionals (GAIDP)
International Interior Design Association (IIDA)
National Council for Interior Design Qualification (NCIDQ)
Atlanta Design Network – Past member of the Board of Directors
ASID Judge, Texas Gulf Coast Designer Awards
Dun & Bradstreet listed company – with excellent credit rating

Experience

1983 to

Present Allegro Interiors President Dunwoody, GA

Founded and managed a full-service interior design firm serving hundreds of clients, both residential and commercial, in the greater Atlanta metropolitan area as well as throughout Georgia, Florida, and other parts of the United States. Relied solely on customer satisfaction and word of mouth referrals to grow the business on a steady and solid basis. As a sole proprietor, has consistently generated business volumes substantially exceeding per designer averages of the major Atlanta area design firms. Earned and sustained an excellent Dun & Bradstreet credit rating. Has had numerous home designs featured in variety of publications and on community home tours and show house design tours. Due to exceptionally high customer appreciation and loyalty, has enjoyed substantial repeat business – even with clients moving away from Atlanta. Working from client-supplied blueprints and photographs, has designed and decorated homes in such places as Hilton Head, Saint Simon Island, the north Georgia mountains, Tampa, Marco Island, Ponta Vedra, West Palm Beach, Amelia Island, Boston, Baltimore, Chicago, Cleveland, Columbus, St. Louis, and Houston.

1983 to

1984 Zeno Systems, Inc. Branch Manager Atlanta, GA

Managed sales managers and branch office sales functions for Sharp and Panasonic copier lines. Defined and implemented programs to increase product and service sales. Hired and trained territory sales representatives. Conducted key account sales activities, including demonstrations and closings. Exceeded all assigned quotas and financial objectives. Resigned from position in order to develop my

own interior design business, which I had been doing on a part-time basis since 1976.

1979 to

1983 Zeno Systems, Inc. Account Sales/Sales Manager Houston, TX

Sales Management from 1980 to 1982. Hired, trained, and managed sales representatives for Sharp and Panasonic copiers. Responsible for establishing sales territories and setting quotas. Participated in demonstrations and closing calls. Other duties included general office management as well as conducting sales and training meetings. Consistently exceeded all assigned quotas and financial objectives. Awarded a ten-day all expense paid Caribbean cruise for outstanding sales performance as well as several recognition trips to U.S. resort destinations. Promoted to National Accounts Marketing Manager.

Sales Representative from 1979 to 1980. Consistently the lead rep for the Houston office, achieving production levels of 200-250% of assigned sales quotas. Consistently won all branch office sales contests, qualifying for a number of awards, trips, and prizes. Then promoted to sales manager.

1978 to

1979 University of Houston Instructor Houston, TX

Taught classes for the Drama Department on stage movement and choreography. Also choreographed musicals for Houston Baptist College. Served as guest choreographer and instructor for the Houston Jazz Ballet under the supervision of Patsy Swayze (choreographer for the movie, "Urban Cowboy").

1974 to

1978 Susan Miles School of Ballet Proprietor Atlanta, GA

Owner and director of the school, instructing ballet classes for students from ages three to adult.

1972 to

1974 Annette Duval School of Ballet Instructor Austin, TX

Taught ballet classes for students from age three to adult. Also taught classes in ballet and jazz at the University of Texas.

1970 to

1972 Convention Entertainment, Inc. Choreographer/Singer Houston, TX

Choreographed dance routines for various business convention shows, including the Houston Rodeo. Also performed evenings as lead singer for the Buddy Brock Band. Selected as Miss Houston in 1971 for the Miss America contest and participated in the Miss Texas pageant.

Education & Activities

1967 to

1970 University of Houston Houston, TX

Bachelor of Arts in English. Minors in Drama and Interior Design.
Worked as administrative assistant at Rice University Registrar's office.

1965 to

1967 Texas Tech University

Lubbock, TX

Major in Music and Dance. Minor in Interior Design.

Alpha Phi Sorority

Lead dancer for the Texas Tech Dance Theater.

1963 to

1967 Bellaire High School

Houston, TX

- ◆ Singer, dancer, and assistant choreographer for all of the high school musicals and productions.
- ◆ Professional ballet dancer with the Allegro Ballet under the direction of EmmaMae Horn, a renowned dance company that was a springboard for the careers of numerous famous performers including Jaclyn Smith (my best friend from early junior high school and on) and Patrick Swayze (my dance partner for over a year).
- ◆ Performed in professional theater with major singing and dancing roles in “Bye, Bye, Birdie” and “Gentlemen Prefer Blondes”.