

CATHERINE MUDD

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Professional Summary

I tirelessly strive for personal growth and skill development in my professional work.

My extensive experience in Luxury Brand Visual Merchandising, Fashion Styling, and Costume and Fashion Design work most has taught me to respond to problems quickly and across multiple regions. Through my efforts of professionalism and communication, I maintain positive local and national professional relationships which facilitate teamwork, collaboration, time management efficiency, in achieving business goals and ensuring the success of all creative projects in my tenure.

Skills

• Merchandising • Window Design & Installation • Set Design • Carpentry • Construction • Visual design skills • Creative problem-solving • Highly Organized • Time Management • Computer proficiency • Innovation and resourcefulness • Communication and negotiation skills • Team Leader • Team Player • Invite constructive criticism • Spatial awareness • Fashion Styling • Personal Shopping • Costume Assistant • Wardrobe • Clothing Design • Illustration • Pattern Draping • Pattern Drafting

Internships

William Ivey Long, Inc • New York, NY • 2008
Sweetface Design House • New York, NY • 2006
Mint Boutique • Chicago, IL • 2006
Merchandise Mart • Chicago, IL • 2004

Special Achievements

Ikram and Josh Goldman Fashion Award • May 2008
Bebe Fashion Award for Innovation in Design • April 2008
SAIC Fashion Show • 2006, 2007, 2008
CFDA Student Nominee • 2007
Student Leadership Award • 2006

Portfolio, press clippings and personal references available upon request.

Freelance Experience

Vince • Los Angeles, CA

Freelance Visual Merchandiser • November 2016

• Supported Vince Visual and PR team in the set up and break down of Vince Stylist Preview at the Chateau Marmont Hotel
• Responsibilities included building racks • Unpacking of clothing collections • Preparation of garments for display • Organizing and merchandising of the Chateau Marmont space for said preview

NBC UNIVERSAL • Chicago, IL

Freelance Costume Assistant

Chicago Fire • Chicago PD • Chicago Med • August 2016

• Supported the costume design department of all three Chicago shows simultaneously • Responsibilities included buying and hiring of costume items • Care of costumes between takes or scenes
• Packing and unpacking costumes and accessories • Costume preparation • Assisted in the production and assembly of costumes • Storing of costumes and returning hired pieces

Salaried Experience

John Varvatos • West Coast

Creative Coordinator • January 2014-August 2015

• Responsible for implementing and maintaining creative presentations across 8 stores in two regions • Traveling to Detroit, Las Vegas and Cabazon on a monthly basis for visual merchandising as well as storefront window display productions
• Developed and maintained relationships with Corporate Creative team, Store Managers, and key personnel to develop sales and marketing plans that increased excitement and sales of the brand • Fostered partnerships with stores outside of my region, as well as with luxury department stores to ensure that brand integrity was maintained in my absence • Partnered in the setup and opening of 3 storefronts in Houston, Detroit and Cabazon
• Participated in Fashion productions, and company sponsored charity events. • Partnered with store and district management to adapt visual direction to the store's needs, layout and best sellers driving sales through strategic merchandise placement • Partnered with the store sales Management and Receiving Teams in the merchandising, display and inventory integrity of 8 Retail locations
• Handled weekly shipment merchandise and prepped them for the sales floor • Worked accordingly to visual guidelines in order to generate sales and provide shopping ease for customers • Built store layouts and utilized time management skills to monitor scheduling • Provided solutions to store's specific visual and merchandising challenges using brand standards and corporate visual guidelines • Participated, created, and supported in-store events related to new store openings, new product launches, and seasonal events

Davis Miller • Winnetka, IL

Creative Director • 2010-2012

• Responsible for creating and elevating the overall aesthetic of Davis Miller through consistent design, merchandising and development of creative presentations • Design and installation of Creative window installations • Executing all in-store visual merchandising of product and floor changes. • Development, design, and maintenance of store website

Rugby Ralph Lauren • Chicago, Dallas, New York

Visual Merchandiser • 2011-2013

• Collaborated with Coordinators to complete monthly window installations Selected and sourced props for displays
• Maintained visual standards for multiple store locations including Chicago, Dallas and the New York Flagship store • Worked closely with HQ and store management in reviewing floor presentation and sets • Trained store employees in retail aesthetics • While also fulfilling the responsibilities of Full time key holder day-to-day operational direction including payroll, recruiting, employee scheduling, inventory, loss prevention, administration, sales reporting and forecasting.

Rugby Ralph Lauren • Chicago, IL

Keyholder • 2009-2012

Responsible for daily operations of opening and closing of the store including Register/Point of Sale operations, inventory and deposits, informing staff of necessary product knowledge daily sales goals and in-store promotions • Acted as Team leader/floor coach and delegated tasks to Sales Associates accordingly
• Reviewed, processed, and logged incoming products; maintained products by managing ongoing inventory of product
• Managed and Executed plans to increase sales and profitability • Met and exceeded sales goals • Ensured each customer received exceptional customer service by providing a friendly environment which included maintaining outstanding standards, solid product knowledge and all other components of exceptional customer service • Executing floor sets, merchandising and signage as communicated by HQ