

Address: 171 Chisholm Avenue, Toronto, Canada  
Telephone: 1.416.856.1851  
Available: Upon your request

Assets: 15 years of Architectural Design, North American Building Science and Construction Document [Types I-III & V]. Scale of project's range from custom residential to multi-unit, assisted living residences.

Proven ability to coordinate multiple projects and multi-disciplinary teams while demonstrating leadership, creativity innovation. Objective is relocating in California for both professional enhancement and personal obligations.

## POST SECONDARY EDUCATION

2001 **Bachelor of Architecture** - Carleton University - Ottawa

Design & Installation of student posting easels, Kosmic Organizer [study-abroad fundraiser], *Deans' List*

1995 **Architectural Technology Diploma [Building Science]** - Algonquin College of Applied Arts and Technology

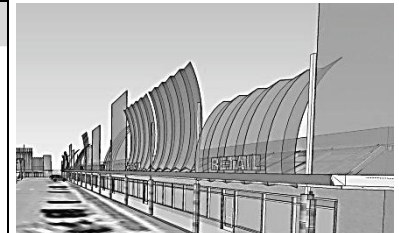
1993/5: Most comprehensive Construction Document Competition, Edible Architecture Food Delight Winner

## EXPERIENCE

2001/2011 **Makow Associates Architect Inc.** [www.makowarchitects.com]

Intern & Acting Project [Captain] / Office Manager

- \* Oversaw all phases of **Residential Retirement projects** [including project management, construction administration, production, construction documents, bidding and negotiating, project meetings, and **specifications**].
- \* Assigned primary **responsibility for the daily activities** of the architectural project team and the progress of the work.
- \* Code **analysis and compliance** of project design.
- \* **Interface with consultants to integrate** all project elements into designs.
- \* **Client interaction** through project meetings, site visit and telephone and email contact.
- \* **Manage multiple projects** from design through closeout.
- \* Assemble and submit bid packages and **obtain city approvals**.
- \* **Evaluate, review and respond** to CCN, CO's, RFI request, and **shop drawings**.



Retail Mall Rebranding



New Custom Residential -maainc

1999/2001 **Student Design Clinic** [www.studentdesignclinic.ca]

Senior Design Team Manager

- \* **Oversaw approval of drawing phases** by junior student staff.



Retirement & Assisted Living -maainc

1995/97 **Wheeler & Associates** [www.wheelerassociates.ca]

2000 **Urban Keios Design Group** [www.urbankeios.com]

Junior Drafting & Interpretive Drafting, Site Review

- \* Responsible for client contact and **delivery of project services**.



Ind. Designer: Student posting easels

## ATTRIBUTING SKILLS

AutoCAD [10yrs], REVIT [6mos], Photoshop [5yrs], InDesign [8mos], Sketchup [7yrs], Marker/ Pen&Ink Sketching, Microsoft W/E/PP [10yrs], MS Office Project [in training]. Construction/ Fine Carpentry [20yrs]

Fluently bilingual in French & English.

## REFERENCES

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