

FIRST LAST

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PROFESSIONAL EXPERIENCE

Resume Worded, New York, NY

Jun 2017 – Present

Architect

- Developed 28 multi-million dollar engineering designs through all phases of work.
- Led and participated in 25+ sales projects, with the average budget of each project up to \$2M dollars.
- Provided technical oversight to 12+ junior architects in the design build process for 35+ new projects.
- Troubleshooted multiple problems and suggested solutions to problems, resulting in 100% client satisfaction and retention.
- Increased the clientele by more than 40% by marketing, giving presentations and providing high level briefs to senior leadership of several companies.
- Attended the Monterey Design Conference, 2019; awarded as ‘Employee of the Year’ twice in a row throughout the tenure.

Growthsi, New York, NY

Jan 2015 – May 2017

Architect

- Prepared 45 commercial designs as per client guidelines for 20+ clients in a span of 2.5 years.
- Received 15+ client recommendations for the excellence of design leading to client satisfaction and retention.
- Delivered project budgets consistently with 97% accuracy of finished costs.
- Created bid winning designs at 25% lesser cost than competitors leading to new client acquisition.

Resume Worded, San Diego, CA

May 2008 – Dec 2014

Architect (Nov 2011 – Dec 2014)

- Promoted within 18 months due to strong performance and organizational impact (one year ahead of schedule).
- Directed team of 25+ technicians to create comprehensive specification documents.
- Analyzed, negotiated and administered 200+ construction contracts.

Junior Architect (May 2009 – Oct 2011)

- Met and discussed architectural projects with 100+ clients and represented these clients to obtain bids, winning 88% of the construction contracts bid in total.
- Prepared 180+ blueprints for all corporate clients.

Architect Intern (May 2008 – Apr 2009)

- Prepared 110+ scale drawings of planned developments using computer aided design software.
- Aided in design of 25+ buildings taking into account federal and state environmental and safety regulations.

EDUCATION

Resume Worded University, San Francisco, CA

May 2010

Masters of Architecture Candidate; Master’s thesis on new materials published in “Design Observer.”

SKILLS

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|-------------------|----------------------------|-----------------------------|---------------|
| • AutoCAD | • Agile Project Management | • AutoDesk AutoCAD Civil 3D | • Oracle JDBC |
| • Google Sketchup | • Architectural Design | • MS Powerpoint | • MS Project |
| | | | • NoSQL |