

ARCHITECTURE RESUME

by Resume Genius

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EDUCATION

MASTER OF ARCHITECTURE
Woodbury University
2013–2015

BS ARCHITECTURE
Woodbury University
2009–2013

KEY SKILLS

Critical Thinking

Written Communication

Autodesk Revit

Apache Hadoop

Time Management

Negotiation

CERTIFICATIONS

LICENSED ARCHITECT
California Architects Board, 2018

RESUME SUMMARY

- **Cost-saving:** Delivered projects 17% under budget on average
- **Customer service:** Retained most new clients among team
- **Achiever:** 91% of my blueprints adopted for project execution
- **Quality Control:** Participated in 37 on-site visits

PROFESSIONAL EXPERIENCE

JUNIOR ARCHITECT

Lopez & Zhang Architects, San Diego, CA / August 2018—present

- Prepared 147 blueprints for corporate clients
- Meet and discuss architectural projects with clients
- Represent clients to obtain bids and win construction contracts
- Inspect building sites to assess suitability for construction and ascertain environmental impact
- Direct team of 20+ technicians to create comprehensive specification documents
- Negotiated and administered 200+ construction contracts
- Analyze cost and benefits of projects

ARCHITECT INTERN

Goldberg & Richards, Los Angeles, CA / August 2015—August 2018

- Prepared 47 scale drawings of planned developments using computer-aided design software
- Aided in design of 10+ buildings taking into account federal and state environmental and safety regulations
- Drafted detailed information on design, structural specifications, materials, and costs of new buildings
- Undertook intensive study as part of Architectural Experience Program in preparation for California Licensed Architect Exams