

# Robert Smith

## *Asst. Architectural Designer*

### PERSONAL STATEMENT

Highly skilled Construction & Project Management is seeking a challenging opportunity to take a progressive career to the next level. Project Management or other role where innate grasp of business-design can have a broader impact on corporate goals.

### WORK EXPERIENCE

#### ***Asst. Architectural Designer***

**ABC Corporation - September 2002 - March 2005**

##### *Responsibilities:*

- Prepared various types of Architecture and Engineering drawings during the concept, schematic, design development and construction documents phases of projects.
- Coordinate design and drawings with the different disciplines.
- Prepared presentation boards and other displays for presentations.
- Assisted the Project Manager/Architects and Engineers on a daily basis as needed to ensure that project objective and schedules are met.
- Completed schematic, design development and construction documents from start to finish on multiple projects.
- Managed building information modeling (bim) for the architectural studio.
- Experienced with ADA guidelines and ca office of statewide health planning and development (shed) standards for medical clinics.

#### ***Architectural Designer***

**ABC Corporation - 1997 - 2002**

##### *Responsibilities:*

- Designed complex architectural projects requiring multiple iterations and revisions over the course of several months per project.
- Communicated with clients and architects to develop design drawings.
- Coordinated project meetings and presented project information to clients.
- Researched products for use in projects.
- Drafted construction drawings for use in the field.
- Conducted site surveys using laser measuring devices, tape measures, maps, and plans to provide accurate measurements and dimensions at job sites.
- Supervisor Ronald Goodin Email Rgoodin@ftae.com.

### Education

Associate in Interior Design - (The Art Institute of Charlotte - Charlotte, NC)

### **CONTACT DETAILS**

1737 Marshville Road,  
Alabama  
(123)-456-7899  
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[www.qwikresume.com](http://www.qwikresume.com)

### **SKILLS**

Speaks english and  
chinese.

### **LANGUAGES**

English (Native)  
French (Professional)  
Spanish (Professional)

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

Reference - 1 (Company  
Name)  
Reference - 2 (Company  
Name)