

Parminder Kaur

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Profile

- Designer for Commercial, Mix use and Residential Projects
- Motivated, focused and detail oriented professional with architecture and sustainable design experience
- Collaborated with teams to deliver high visibility interiors for hospitality and residential projects.

Key Skills

- **Software skills:** AutoCAD (Expert), Google SketchUp (Expert), MS Office (Expert), Chief Architect (Intermediate).
- **Design:** Keen spatial sense and robust knowledge of construction processes with an eye for detailing.
- **Organizational:** Effective team and project management displayed through organized, timed, and planned approach.
- **Communication:** Ability to articulate & present concise reports and presentations for external and internal briefing in English
- **Interpersonal:** Good listener, sound advisor and eager collaborator. Established a strong, productive, and enjoyable working relations with colleagues, consultants, officials, and clients alike.
- **Leadership:** Mentored and motivated individuals and design teams to achieve personal and professional targets.

Work History

Senior Architect [Chandhoke & Associates(P) LTD][March 2019-August 2023] Chandigarh

- Led a team of 6 team members on Residential projects & I.T. buildings.
- Collaborated with clients, engineers, and contractors to ensure project success.

Architect [Planner Plus] | [June 2016-January 2019] Panchkula,Haryana

- Contributed to the design and development of Residential, Commercial & public Buildings
- Conducted site visits and collaborated with construction teams to ensure design accuracy.
- Prepared and presented design proposals to clients.

Intern Architect [Living Space Architects] | [June 2014-October 2014] Ludhiana,Punjab

- Assisted senior architects in various projects including design support, research & analysis, documentation & drafting
- Gained valuable experience in site handlings, co-ordination & communication, Project Support.

Assistant Architect [An Architects Group] | [July 2010-July 2011] Chandigarh

- Assisted senior architects in various project tasks, including drafting, site analysis, and research.
- Gained valuable experience in development of the concepts to working drawings, detailing & execution, Client communication.

Assistant Architect [Chandhoke & Associates(P) LTD] [December 2008-June 2010] Chandigarh

- Assisted design teams in various project including residential, commercial buildings, site analysis.
- Gained valuable experience in design support, co-ordination, Documentation.

Assistant Architect [Vivek Consultants] [June 2007-November 2008] Chandigarh

- Assisted senior architects in various project tasks, including residential & industrial building works.
- Gained valuable experience in learning & development, project support.

Free Lancing Projects

Residential Projects:

- Single-family homes
- Renovations

Commercial Buildings:

- Office buildings
- Retail stores
- Hospitality buildings

Interior Design and Fit-outs:

- Interior design for residential units

Work Achievements

- Got first promotion within 3 months of joining because of good quality work being delivered and precise understanding of job and responsibilities.
- Preparation of office CAD standards and recognition for being a good team player.

Other Engagements

- Sales Representative at NEO Financial.
- Seasonal Sales Associate at Best Buy Canada.

Education

- Pursuing Post Diploma in Kitchen & Bath Design at Bow valley College **(2023-2024)**
- **July 2011 to June 2016, Bachelor of Architecture**, I.K. Gujral Punjab Technical University
- **August 2004 to June 2007, Diploma in Architectural Assistantship**, Punjab State Board of Technical Education & Industrial Training

Professional affiliations

- Registered architect with Council of Architecture, India.

References: Available Upon Request