

## Nicholas Lopez

4202 NE 39<sup>th</sup> Ave  
Portland, OR 97211  
415.278.1176  
nlopez7676@gmail.com

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### Experience

March 2011-Present

**Murphy Property Trust, San Francisco, CA**  
Project Manager

- Set and coordinate project schedule with various contractors/suppliers
- Research property acquisitions and use for development
- Resolve property maintenance issues for tenants
- Negotiate scope and payment contracts with contractors and vendors
- Pull building permits for various stages of commercial projects

Sept. 2010-March 2011

**Eggli Landscape Contractors, Redwood City, CA**  
Project Coordinator / Estimator

- Developed bids for large-scale commercial projects
- Coordinated insurance and union labor compliance on various projects
- Drafted as-built drawings for record documents
- Documented LEED certification requirements

June 2010-Sept. 2010

**Ana Williamson Architect, Menlo Park, CA**  
Associate Architect

- Designed and marketed firm portfolio
- Assisted with design for residential/commercial projects
- Coordinated with contractors regarding project details and specifications
- Drafted plans and other construction documents using AutoCAD and Revit

### Education

University of Oregon, Eugene, OR  
**Bachelors of Architecture**, June 2010  
*Minors: Business Administration, Art History*  
Cumulative GPA: 3.5

### Skills

- Mac OS and Windows Operating Systems
- Microsoft Office: Excel, Word, Outlook, Project
- Adobe: Photoshop, Illustrator, InDesign, Dreamweaver
- Autodesk: AutoCAD, Revit
- Yardi: Genesis

### Accomplishments

- Managed development for commercial office space that leased for a company high \$48/ft per year
- Increased project efficiency by digitally scheduling projects
- Introduced BIM software at Ana Williamson office
- Dean's List Award, University of Oregon, College of Architecture
- Chapter President 2009, American Institute of Architecture Students
- 1<sup>st</sup> Place Award, 2008 AIAS National Convention Competition

### References

Available on request