**** +1 (732)-772-5863

✓ surbhikavaiya12@gmail.com

New Jersey, USA

in linkdin.com/SurbhiKavaiya

Surbhi Kavaiya

Architecture Designer

SUMMARY

An Architecture graduate at NJIT. I am proficient in AutoCAD, SketchUp, and Revit. I also have past experiences in Marketing, Retail, event Decorator, and Customer service.

KEY SKILLS

Art, Design and Craft, Event Decorator, Photography, Communication, Responsive, Attentive, Community service

TECHNICAL SKILLS

Microsoft Office, Autodesk AutoCAD, 3D SketchUp, Revit, Adobe Indesign, Illustrator

INTERNSHIPS

Junior Intern Sep 2019 - May 2020

CEPT Ahmedabad - VISHAL PAREKH ARCHITECTS AND BUILDERS

Surat, Gujarat, India

Freelance architecture office based in Surat, Gujarat, India

I was responsible for making the technical drawings for the farmhouse, sketches, renderings and planning

EDUCATION

M. Architecture - Graduate

Jan 2021 - Dec 2022

New Jersey Insitute Of Technology

Newark, New Jersey, USA

Tools and techniques I Advance studio- II, III,

Tools and techniques, Public and private development, Landscape and urbanism, Newark Envisioning, Architecture studio II-IV, Construction II, Environmental Control system

PROFESSIONAL EXPERIENCE

Library Assitant

Jun 2021 - Jun 2022

Littman Library NJIT-HCAD

Newark, New Jersey, USA

Teaching Assistant Award

Scanning, printing books and Arranging books

CERTIFICATIONS/TRAINING

COA license- India, BNI Chapter Attendee- NJ, ASHRAE Chapter Attendee, NJ

ADDITIONAL INFORMATION / VOLUNTEERING EXPERIENCE

i) Art Factory - Event Decorator - Paid

ii) (ASB) Alternative Spring Break 2022

Jersey Cares The beautification of branch brook park. the largest park in Newark New jersey. Help them in Gardening and pruning plants, mulching and installations.

Participated in volunteering in the local community through service m activism and academia.

iii) Creative Bees Drawing Instructor 2012-2013 summer breaks

Arts And Culture.

PROJECTS

The beautification of branch brook park. occasion- Cherry Blossom (2022 spring break) Creative bees Drawing Instructor 2012 and 2013 summer break