



Duljanova Sofija

Date, Place of birth, Nationality:
Sep 3rd 1982, Skopje, R. Macedonia

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Career statement

An enthusiastic and dedicated individual who enjoys being a part of a successful and productive team. Quick to grasp new concepts and ideas, and develop innovative and creative solutions to problems. Able to work well on her own initiative and can demonstrate high level of motivation required to meet the tightest of deadlines. Even under significant amount of pressure, possesses a strong ability to perform effectively.

Looking to build on her range of skills within a suitably challenging role and keen to achieve further professional development.

Career Summary

Junior Architect – Sanik Engineering

(March 2018 –)

- Residential building project design;
- Industrial building project design;

Senior Architect – Balkan Group Construction

www.balkangroup.mk

(June 2016 –December 2017)

- Tennis Venue Project design:
 - 9 tennis courts (5 hard courts and 4 clay courts),
 - clubhouse with reception, changing rooms, bar, children's playroom;
 - commercial building (shopping mall) with a large supermarket, small stores and open stalls

- "St. Trinity" Church Project design;
- Interior design and supervision of the Russian Consulate office in Macedonia;
- Sports Center parking solution and steel parking platform design;
- Small Casino interior design;
- Bill of quantities preparation;
- Material specification, selection and procurement;
- Tender calls, specification preparation;
- Construction site supervision;

Junior Architect – Adora

www.adora.com.mk

(September 2011- June 2016)

- Swimming pool project design;
- Apartment buildings design;
- Mixed-use (commercial/residential) buildings design;
- Small shopping mall project design;
- Retirement home project design;
- Apartment building supervision;
- Material specification, selection and procurement;
- Bill of quantities preparation;
- Tender calls, specification preparation;
- Landscape design ideas;
- Best design of company new logo;
- Tile pattern design by clients' choice;
- Customization of apartments as required by individual clients;

Junior Architect – Aura

(September 2010- September 2011)

- Interior design;
- Technical drafting in CAD;
- High rise apartment building design;
- Apartment building supervision

Junior Architect – Divajn

(April 2008 - September 2008)

- Interior design;
- Furniture design and detailed drawings of furniture pieces;
- Technical translation;

Junior Architect - Fonko

(March 2007 – March 2008)

- Technical drafting in CAD;
- Furniture organization and allotment;
- Office space refurbishment and redesign;

Lead Architect- Boming

(November 2006 – March 2007)

- High rise apartment building design;
- Bathroom equipment procurement and allocation;
- Fixture supervision in existing apartments;

Architect and Sales Manager – Project bureau Studio TT

(September 2006 – October 2006)

- Individual home buildings design;
- Exclusive wall coverings sales;
- Market research and promotion of product;

Data Entry Assistant - OSCE/ODIHR – Election Observation Mission

(July 2006)

- Entering and sorting of data; Data analysis;
- Outmost importance of team work;
- Sorting and managing of paperwork;
- Alertness at all times;

Set Designer - Tomato Production

(November – December 2005)

- 3D Design for a new TV show set;
- Set construction supervision;

Education

- **Bachelor of Architecture – Faculty of Architecture (June 2006)**

University 'Sts. Cyril and Methodius' - Skopje
Graduation Project: 'Apartment Block redesign'

- **Secondary education**

Central High School – Cheyenne, Wyoming, USA

Certificates and Skills

- **Driving license** - B category
- **Languages**
 - Native: Macedonian;
 - Fluent:
 - English (High school in USA);
 - Croatian/Serbian;
 - Basic: German
- **Skills (Computer and general)**
 - Microsoft Windows
 - Microsoft Office (Word, Excel, PowerPoint)
 - Adobe Studio
 - AutoCad 2D/3D, ArchiCad, 3DS Max
 - Writing
 - Drawing
- **Personal traits**
 - Strong organizational, research and analytical skills;
 - Communication - open to suggestions; active in discussions and decision making processes; positive attitude toward problem solving
 - Perception - quick to notice, keen eye for detail;
 - Ambition – Self-motivated with willingness to learn and improve;
- **Interests and Activities**
 - Reading, Writing, Painting, Travelling, Art