

PROFESSIONAL SUMMARY:

Dynamic and results-driven with a solid foundation in Architecture (BS Architecture) and multifaceted professional background encompassing roles as a **Senior Architectural roles, Design Engineering, Project Coordination, Material Take Off and successful Freelance Design projects**. Leveraging a unique blend of architectural expertise and business acumen, I bring more than 20 years of comprehensive experience to the table.

TECHNICAL KEY SKILLS

- Proficient in AutoCAD and other design tools.
- Knowledgeable in BIM, Primavera Software & PlanSwift for Estimates
- Practical experience in Adobe Photoshop, Revit Architecture and Google Sketchup 3D
- Excellent in Microsoft Office – Word, PowerPoint, Excel, and Outlook
- Expertise in creating detailed drawings and technical specifications.
- Architectural design and engineering.
- Quantity Take Off, Cost estimation, budgeting, and timeline management.
- Knowledge of construction codes and regulations.
- High-rise building project coordination and management.
- Strategic business development and client relationship management.
- Strong leadership, communication, and problem-solving skills.

ESSENTIAL DUTIES & KEY RESPONSIBILITIES

- Serve as liaison with Architects, Trades, Consultants, Suppliers, Inspectors and other Project Staff and Owner Representatives in resolving issues related to plans and specifications.
- Participate in Preconstruction meetings and submittal review meetings.
- Manage submittals and shop drawings, read contract drawings and subcontract information/submittals to assess to ensure drawings and specifications properly relate to job estimate and for conformance to contract specifications, and resolve conflicts in interpretation or escalate as appropriate.
- Assist in submission of pricing for Change Orders and manage change orders. Obtain and check estimates for subcontractor changes and obtain approval from Architect and Owner. Resolve any conflicts, and document issues and changes related to contracts, plans, and drawing specifications.
- Assist in conducting Quality Control (QC) inspections to ensure installations are per contract documents and in accordance with approved shop drawings.
- Review conflicts and submit RFI accordingly with proposed solutions, audit responses, and distribute to required parties.
- Assist in closeout process. Prepare final records for project such as Requests for Information (RFI's), closeout records, warranties, As-Built's, and evaluate information to ensure compliance with contract documents.
- Manage Project Constraints Log and develop reports, such as Submittal, Change Order and Quality Control logs.
- Other activities, duties, and responsibilities as assigned.
- Utilized CAD software to create detailed drawing and technical documentation.
- Checked drawings using AutoCAD and Revit software to ensure that materials are based on the project specifications and standards and prepared material and quantity takes off.
- Prepared technical letters for the client, supervising consultants, and subcontractors for the technical and design issues.
- Sought opportunities to improve project management processes, efficiency, and effectiveness.
- Applied lessons learned from previous projects to enhance future project outcomes
- Collaborated with various clients to develop innovative architectural designs for residential and commercial projects.
- Conducted feasibility studies, site analysis and created detailed architectural, structural, electrical, and plumbing plans using AutoCAD and Google Sketchup 3D software.
- Other activities, duties, and responsibilities as assigned.

CANADA WORK EXPERIENCE

- 2024-present **Relief Count Team Supervisor**
Great Canadian Casino, Coquitlam, British Columbia
- Counting bills, coins and cash equivalents
 - Organizing and securing the storage of count carts, drop boxes, drop buckets and cartridges for count pulls
 - Verifying and reconciling before and after counts
 - Bagging bundling, securing and transporting counts
 - Building strong working relationships with internal and external guests.

INTERNATIONAL WORK EXPERIENCES

- 2022-2023 **Senior Architect • AutoCAD • QS • Business Development Manager – Various Projects**
CS ENERGIE INTERNATIONAL BUSINESS & TRADING SERVICES, *Doha Qatar*
- 2021-2022 **Design Architect (AutoCAD • Revit Architecture • Naviswork) – Bus & Sea Bus Terminal Station Bldgs.**
CONTROL CONTRACTING & TRADING COMPANY (CCTC), *Doha Qatar*
- 2019-2021 **Project Coordinator – Waldorf Astoria Hotel Project (Interior Fit-out for Back of House)**
FAHAD CONSTRUCTION & TRADING, *Doha Qatar*
- 2013-2018 **Design Engineer • AutoCAD • Quantity Surveyor - CP5B Roads and Tunnels Project**
SAMSUNG C&T ENGINEERING & CONSTRUCTION, *Doha Qatar*
- 2012-2013 **Construction Project Manager – Various Projects (School, Interior Fitout for Offices & Mall Shops)**
SANRAY METRO BUILDERS CORPORATION, *Metro Manila, Philippines*
- 2009-2013 **Freelance Design Architect • AutoCAD • 3D SketchUp**
VARIOUS PROJECTS OF HOUSES AND APARTMENT BUILDINGS, *Metro Manila, Philippines*
- 2007-2009 **Assistant Landscape Architect • AutoCAD • 3D SketchUp – Various Projects**
MOUCHEL PARKMAN (WSP), *Dubai, UAE*
- 2000-2007 **Assistant Design Engineer • AutoCAD (Structural Department) `**
KELPHIL, *Metro Manila, Philippines*

CERTIFICATION

- WHMIS 2015 (Workplace Hazardous Materials Information System)
- First Aid & CPR/AED level C (BL) CSA Std. Z1210-17 - Intermediate
- BSAFE – BC Safety Assured for Everyone

EDUCATION

- | | |
|---|------|
| Cloud Nine College – Hotel & Restaurant Management Diploma, Co-op Diploma
<i>Vancouver, British Columbia</i> | 2025 |
| KEACADD Surveying Technology – Revit Architecture Certification
<i>Doha, Qatar</i> | 2018 |
| Cambridge Education Institute – PMP Certification Program
<i>Dubai, UAE</i> | 2009 |
| Penn Foster Distant Learning (Career) School – Interior Decorator Certification
<i>Pennsylvania, USA</i> | 2009 |
| Technological Institute of the Philippines - Bachelor of Science in Architecture
<i>Quezon City, Metro Manila Philippines</i> | 2001 |