

OBJECTIVE To find a career that will constantly motivate me, and provide an environment that will extend my knowledge by providing challenging and thought provoking situations.

EXPERIENCE

August 2016-
Current

Clark Kjos Architects • (503) 206-3832 • Portland, OR
Project Manager / Associate (2018-Current)

Responsibilities Include

- Managing project teams to produce drawings from schematic design through construction documents
- Coordinating with owners, contractors, and consultants to produce efficient and successful projects
- Running meetings with users, owners, and contractors from early design and into construction
- Distributing drawing packages and project manuals
- Handling budget management and consultant invoices at all stages of projects
- All aspects of construction administration

Job Captain / BIM Modeler (2016-2018)

Responsibilities Include

- Producing and managing drawing packages
- 3D Modeling
- Producing high quality renderings and visualization documents
- Digital Drafting

May 2014 -
Jan 2016

Guildworks • (503) 236-0166 • Portland, OR
Design Coordinator

Responsibilities Included

- 3D Modeling
- Digital Drafting
- Pattern Making for Fabric Architecture
- Installation of Tension Fabrics

LICENSURE AND MEMBERSHIP

- Registered Architect, State of Oregon
- AIA Member

SOFTWARE KNOWLEDGE

- Autodesk Revit
- Adobe Creative Cloud (Photoshop, Illustrator, and InDesign)
- Ajera
- Newforma
- Bluebeam Revu
- SketchUp
- Enscape3D
- V-Ray Render
- Autodesk AutoCad
- Microsoft Office Suite (Word, Excel, Teams, Powerpoint, Outlook)

EDUCATION

Portland State University • Portland, OR
Master of Architecture, 2016

Portland State University • Portland, OR
Bachelor of Science - Architecture, 2014

REFERENCES

Available upon Request.