

## **Joe Smith**

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**PROFESSIONAL PROFILE:** Seeking employment as an architect who has demonstrated a pragmatic and theoretical understanding of building materials and structures to achieve an excellent final product that requires communication dexterity in order to manage a complex team of consultants.

### **EMPLOYMENT:**

*March 2012-Present*

#### **Anderson Architecture, Architect**

- Utilized diverse communications skills when interacting with clients, project managers, surveyors, engineers, carpenters, fabricators, product suppliers, sprinkler fitters and upper management.
- Worked closely with clients to determine objectives that focus on the budget along with any specific requirements for their project that require precision and accuracy to be effective.
- Created strategic plans that focused on the implementation of building laws and health regulations by adhering to codes that made public safety a priority and a necessity.
- Utilized technical plans using 2-D and 3-D computer aided design software to create blueprints for bridges, residential structures, commercial buildings and other configurations.
- Managed construction projects that required decisive decision-making skills by defining the project mission, riding the project life cycle, mobilizing the resource base and leading the project coalition.
- Assisted the owner of the organization with the preparation of documents that created a bid selection that needed to be completed within a given time frame by all participants in the project.

*April 2000-February 2012*

#### **Century Fire Protection, Engineer**

- Determined fire protection methods to create an excellent design that focused on using the necessary materials and equipment to keep property safe from fires, explosions and related hazards.
- Strong knowledge of materials, structures and tools involved with the repair or construction of commercial buildings while meeting quality standards that address the safety of operations.
- Provided technical assistance to architects, contractors and other commercial industry personnel by focusing on the importance of and compliance with fire codes and diverse standards.

### **LICENSURE AND CERTIFICATION**

The Architect Registration Examination (2016)

### **EDUCATION**

Bachelor of Arts Degree in Architecture, Oklahoma State University (1995-2000)