**ARCHITECTURE JOB CV**

Angelina Beauchard
(713) 123-0000
abeauchard@email.com
227 W Main Street, Houston, TX 77003

**Profile**

Self-motivated, creative Architect with two years’ experience in commercial construction projects. Licensed and highly familiar with industry-leading software, building codes, and best practices. Thrives under pressure with multiple project priorities. Eager to grow while collaborating with team and higher-level decision-makers.

**Key Skills**

* Strong verbal and written communications skills
* AutoCAD, Revit, Adobe Creative Suite & MS Office
* Multitasking
* Teamwork
* Detail-oriented

**Education**

**Bachelor of Architecture**
University of Houston, Houston, TX, September 20XX – December 20XX
**Architecture Masterprize (AMP) Student Award Winner – 20XX**

**Professional Experience**

**Junior Architect, Ingersoll, Pierce & Partners Architects, South Houston, TX**
January 20XX – Present

* Assisting with production of construction documents and documenting every design phase from schematic design to project closeout.
* Coordinating with team members and project managers to maintain project progress
* Participating in the inspection of building sites to determine environmental impact and feasibility for construction.
* Delivering projects on time and at least 10% under budget
* Accepting increasing levels of responsibility with budgeting and supervisory roles

**Project Summer Intern, Gowrie Architects, Houston, TX**
May 20XX– August 20XX

* Prepared blueprints with AutoCAD and Revit
* Produced reports, presentations, and documents with Adobe Creative Suite and Microsoft Office
* Collaborated with senior leader to develop job bids for new projects
* Communicated with five contractors and vendors to incorporate input in project designs
* Received three commendations from contractors for timeliness and excellence of design
* Credentials
* Architecture License, Texas Board of Architectural Examiners
* Active Member, Texas Society of Architects