
Architectural Consultant Resume

Job Objective

To obtain an Architectural Consultant position in a company that provides an open environment with many opportunities for continuous growth.

Work Experience:

Architectural Consultant, August 2005 – Present
ASSA ABLOY DSS, Mendocino, CA

- Contracted hardware distributors and end user customers.
- Established and made sure goals are set for annual specification and opening leads generated, corresponding to experience and marketplace.
- Conducted educational seminars and product training sessions.
- Coordinated and assisted in enhancing project order opportunities.
- Actively participated and connected association CSI, AIA and DHI.

Architectural Consultant, May 2000 – July 2005
M3 Architectural Consulting, Inc., Mendocino, CA

- Reviewed and approved designs, plans and specifications.
 - Acted effectively as a consultant to agency administrators.
 - Administered capital outlay program budget design requirements.
 - Supervised architects and technical support staff and served as the highest level architectural consultant.
 - Coordinated with local and state officials having various plans and regulations.
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Summary of Qualifications:

- Remarkable experience using MEP in a production environment
 - In-depth knowledge of door and hardware Institute authorization
 - Possess CDT and CCPR certification
 - Skilled in architecture from programming, schematics, and construction documents
 - Proficient in use of computers and Microsoft Office applications
 - Profound knowledge of conducting product training and educational seminar presentations
 - Strong self motivator, organizational skills and follow up habits
 - Profound ability to meet multiple project deadlines and exercise effective time management
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Education:

Bachelor of Science in Business Management, Central Connecticut State University, Connecticut, CT

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