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Date: August 4, 2012

Dear Hiring Executive,

I am a graduate from Oklahoma State University, U.S.A., with a B.S. in Architecture, and specialized in commercial and residential projects. I am a very motivated and dedicated individual. Some of my key strengths include:

 •Experience in the residential construction business for a year, practical knowledge and a

 good understanding of how typical homes are framed.

• Knowledge from experience in basic functionality of design firms and honoring expectations from my behalf.

• I have a wide range of skills and abilities. I am proficient with many designing and drafting software. I am fluent in Revit, AutoCAD, Photoshop, Illustrator, InDesign, Sketch-up, and 3Ds Max.

• I have very excellent physical modeling skills for presentations and mock-ups.

• Giving close attention to details is my key strength.

**OBJECTIVE: Junior architect position**

**EDUCATION:** **Bachelor of Architecture [Spring 2006 — Fall 2011]**

 **Oklahoma State University, Stillwater**

**WORK EXPERIENCE:**

* **Intern at Cyntergy AEC Tulsa Oklahoma [Dec 2010 — Jan 2011]**

Besides assisting the staff with Designing, I also got the opportunity to assist the senior building systems designer in detailing construction documents. I also go the experience of touring construction sites.

* **Skilled Labour at Tipps Construction [May 2011 — Jan 2012]**

 Stillwater, Oklahoma I received practical experience ranging from learning how to operate a Pettibone, to learning how to frame entire houses. Currently, we are framing homes for a multi-family housing project located in Red Rock, OK. Besides framing I also assisted in renovation and repair jobs.

**COMPUTER SKILLS:**

**Graphic:**  Adobe Suit

 **Drafting:**  AutoCAD

**BIM:**  Revit

**Modeling:**  Sketchup

EDUCATION:

* Bachelor of Architecture [Spring 2006 — Fall 2011]

Oklahoma State University, Stillwater

* High School Diploma [June 2002 — March 2003]

G.V.M’s High School Goa, India

WORK EXPERIENCE:

* Skilled Construction Laborer [May 2011 — Current]

Allan Tipps Contracts, Stillwater

* Intern at Cyntergy AEC [Dec 2010 — Jan 2011]

Tulsa, Oklahoma

* Tech. one\_OSU information Technology Help desk [Spring 2008 — Fall 2010]

Oklahoma State University, Stillwater

* Trainee Architect Jalihal Associates [June 2005 — November 2005]

Karnataka, India

COMPUTER:

* Graphic: Adobe CS4 Photoshop, Indesign
* Drafting: Autocad
* BIM: Revit

COURSE WORK:

|  |  |  |
| --- | --- | --- |
| Design Studio I \_ VIII | Sustainability | Arch. Management I & II |
| Building Systems | Steel, Concrete & Timber | Arch. History |
| Building Materials | Advance CAD: Autodesk Revit | Arch. & Society |
| Strength of Materials | Environment Control I & II | History & Theory of Urban Form |

AFFILIATIONS:

* Architecture Students Teaching Elementary Kids \_ASTEK

 [Spring 2006 — Fall 2007]

Oklahoma State University, Stillwater

Position: Student guide

* American Institute of Architecture Students \_AIAS

 [Fall 2007 — Fall 2008]

Oklahoma State University, Stillwater

Position: Member

* Indian Student’s Association\_ISA

[Spring 2006 — present]

Oklahoma State University, Stillwater

SKILLS :

* Modeling: 3DS MAX, Sketchup, Revit
* Rendering: Vray, Podium, Kerkythea
* Processing: Word, Excel, PowerPoint, Outlook

INTERESTS: Photography, Carpentry, Sketching,