

TRICIA MARIE

FLORES

CAD ARCHITECT

INTERIOR DESIGN

To: **HR Department**

I am writing to apply the position of **CAD** **Architect**/ **Interior Design/ Document Controller** with your company. I have been practicing architect for almost 10 years in UAE and believe that my strong technical abilities, combined with a wealth of hands-on project management experience, make an excellent candidate for this position. I am enclosing my Curriculum Vitae for your reference.From April 2008 to April 2012, I have been employed by **3DIMENSIONS ARCHITECTURAL DESIGN**, Dubai, a full A/E consultancy involved in projects related to Dubai's Villas, Apartments and Commercial Buildings. My key responsibilities among others include design development, providing of workable details, periodic visitations to construction sites in order to monitor work in accordance with approved documents, selection and approval of materials and full coordination of architectural aspects with various MEP and structural disciplines.From May 2012 to July 2013, I have been employed by **INOVA DESIGN+BUILD**, Dubai. The projects I was responsible for ranged from high-rise residential, commercial and Mixed-use occupancies to medium-rise Residential complexes. Such as Private Villas of some Rich Business Persons in U.A.E. which is located at the Emirates Hills a prestigious gated community located in Dubai, United Arab Emirates. Featuring a harmonious balance of well-appointed villas. My primary responsibilities include workable details, preparing packages for authority approvals, coordinating the work of sub-consultants and site supervision.Prior to this I was currently employed by **ROHAN ARCHITECTURAL DESIGN LLC FZ** from Aug 2013 to present. My responsibilities include Concept Design, Drafting full Architectural and Interior working drawings, Design Development and Project coordination with all MEP services. I also play a major role in conducting presentations with coordination from Senior Architect and Managing client relationships and all phases of projects development from inception to implementation, including master planning, programming, design, construction supervision and coordination of large-scale healthcare, infrastructure, industrial, residential and institutional facilities. I am very hard-working and have always striven for excellence in each position I have held. I am highly flexible and can successfully adapt to a wide variety of situations. I would be very pleased to work with you.

I know that every organization will need a sound functioning team for becoming successful. For the same reason, I know that I will be a valuable asset in bringing enthusiasm for the job in any organization and I will help in further growth of the company. I am eagerly waiting to discuss this opportunity further with you as well as my educational background for illustration purpose that I will bring in your organization.

*Sincerely,*

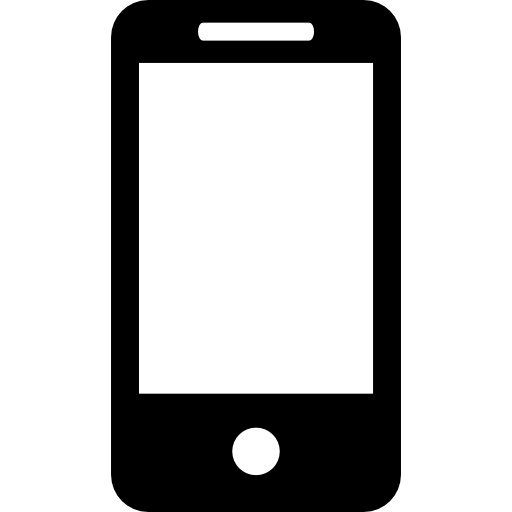
Tricia Marie

**CONTACT ME**

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**FLORES, Tricia Marie**|*Cad Architect / Interior Design*

Sharjah, U.A.E

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**Career Objective**

To be employed in a progressive firm where I can utilize my skills and to ensure an effective contribution to company’s growth and expectations. Enthusiastic to gain additional knowledge and experience necessary for my future advancement.

**Summary of Qualifications**

### Able to work with people from any other races. Positive, professional attitude and flexible in dealing with people. Can work independently with less supervision. Hardworking and dedicated in all various works. Very proficient in working drawing both manual and Autocadd drafting. Organized and able to work under pressure. Trustworthy / Fast-learner / Reliable

**UAE Work Experience:**

**ROHAN ARCHITECTURAL DESIGN LLC FZ**

Location: Meydan Office – Al Meydan Road, Nadd Al Sheba, Dubai U.A.E

**Rohan Architectural Design LLC FZ** are specialists in concepts and final architecture aesthetics, full interior design and landscape concepts. We do engineering services in house however we will work closely with the nominated engineering consultant to fully develop the project to suit your family lifestyle or business needs.

Working predominantly in luxury villa market Rohan work simultaneously on architecture, interior and landscape to insure every aspect of the client’s lifestyles are catered for.

**SENIOR ARCHITECTURAL & INTERIOR CAD DRAUGHTSMAN / DOCUMENT CONTROLLER**

August 2013 – Present

***Responsibilities:***

* Responsible for the development of details and technical drawings and shop drawings.
* Responsible for checking the drawings and assign the draftsman for the details development.
* Coordinate structural, electrical, mechanical designs and determine a method of presentation in order to graphically represent building plans.
* Site inspection for the preparation of as-built plans.
* Prepare board presentation to show the client for concept materials and other proposed finishes.
* Coordinate with supplier and joinery contractor.
* Preparing full sets of interior details and required shop drawings.

Projects Undertaken:

* **Fatima Mohamed Ali Al Noman Family Villas** –Proposed G+1+SB **-** Sharjah, UAE
* **Daoud Al Hamadi Private Villa** – Proposed G+1 - Sharjah, U.A.E
* **Arif Al Ali Private Villa** – Proposed G+ 1 - Umm Al Qwain, U.A.E
* **Rashed Karmastaji Comtemporary Style Villa** – Proposed G+1+SB - Al Quoz, Dubai
* **Maryam & Hana Al Helo Villas** – Proposed B+G+1+Main Majlis - Wadi Al Hamadi, Dubai
* **Commercial Development Town Center** – Jumeirah, Dubai, U.A.E
* **Mercato Shopping & Leisure Complex** – Jumeirah, Dubai, U.A.E
* **Zahra Mother Classic Hillside Villa** – Proposed B2+G+3+PH - Hadadd, Lebanon
* **Zahra Adma Villa** – Proposed B1+G+3 - Beirut, Lebanon
* **Zahra Tannous Villa** – Proposed B2+G+1+Attic - Hadath El Jebbe, Lebanon
* **Real Estate Development** – Four (4) Villas - Emaar Dubai Hills Estate
* **Suhail Salem Abdulla Al Makhaini Bhawan** – Five (5) Villas - Palm Island Frond I
* **Khalaf Al Qubaisi Classic Villa** – Proposed B+G+1+SB - Al Masoudi, Al Ain, U.A.E
* **Abdulrahman Al Taher Luxury Villa** – Proposed B+G+1+SB - Al Saffai, Dubai, U.A.E
* **Abdulraheem Al Taher Private Villa** – Proposed G+1+SB - Al Khawaneej, Dubai, U.A.E
* **Obaid Mehayeri Al Hameeri –** Proposed B+G - Nadd Al Shiba Fourth, Dubai, U.A.E
* **Hussain Adam Al Ali Villa –** Proposed G+1 -Al Ghobaiba, Sharjah, U.A.E
* **Abdulkharim Hassan Yousuf Almulla –** Proposed B+G+1+R - Al Khawaneej First, Dubai
* **Mohammed Aqil Al Qassim –** Proposed B+G+1 - Jumeirah Second, Dubai, U.A.E

**INOVA DESIGN + BUILD**

Location: Jumeirah Emirates Towers- Office Tower - Level 33rd Sheikh Zayed Road - Dubai, UAE

**Inova Design and Build** is an interior design company with joint venture of ***Dubarch***,an architectural design and planning firm. Its projects involve architectural design, construction management, interior decoration services for the private sector, government and foreign funding agencies.

As a firm, **Inova Design** believes in the formulation of realistic and effective solutions to design problems for its clientele and in management by results for its network of associates and employees. The firm prizes loyalty, dedication, skill and honesty from its staff.

**ARCHITECTURAL & INTERIOR CAD DRAUGHTSMAN**

May 2012 – July 2013

***Responsibilities:***

* Prepare Full Drawings including details & specifications.
* Make certain for the comprehensive and accurate delivery of designs and technical information within schedule.
* Coordinate interdisciplinary drawings for a most effective and efficient design solutions.
* Produce designs, scale drawings, plans and charts using applications in computer-aided design (CAD)
* Makes basic computations to determine the layout of charts from sketches, discussions and reviews with various departments linked to the project.
* Responsible for Interior plans, details, furniture and layouts for clients and routine site inspections on work progress.

Projects Undertaken:

* **Sheikh Khalifa Al Nahyan Private Rest House** – Al Ain, Abu Dhabi, UAE
* **Sunil Vazwani Luxury Villa** - Emirates Hills, Dubai, UAE
* **Haresh Vazwani Luxury Villa** - Emirates Hills, Dubai, UAE
* **Mahesh Vazwani Luxury Villa** - Emirates Hills, Dubai, UAE
* **Dr. Albana Private Villa** - Emirates Hills Dubai, UAE
* **Kunal Shevakramani** – Dubai, UAE
* **Mohsin Salya Villa** – Dubai, UAE
* **Mahmood Badri Villa** – Dubai, UAE
* **Fatima Goga Villa** – Dubai, UAE
* **Hadi Mohh Saleh Villa** – Dubai, UAE
* **Chamaria Villa** – Dubai, UAE
* **Ajay Bahl Villa** – Dubai, UAE
* **Zurich Office** – Dubai, UAE
* **Mr. Al Qazim Villa** - Dubai, UAE
* **Inova Design Office** - Emirates Towers - Office, Dubai, UAE

**THREE DIMENSIONS ARCHITECTURAL DESIGN**

Location: Al Owaiz Building- Mezzanine Flr. – Al Rigga Road Deira - Dubai, UAE

**3Dimensions Architectural Design Consultancy**is an architectural design and planning firm. Services starts from design, supervision, project management, full landscape solutions, interior design, from furniture and artworks to building material selections. Work closely with the clients, to provide complete solutions on each stages of the project. **3Dimensions** has experienced in developing private villas, residences, hi-rise commercial towers, elegant showrooms, mosques, and other architectural structures are enormous. Understanding the cultural traditions, combining technology with functional requirements, and has a passion to create world of luxury, comfort and convenience makes their design a clear spatial configuration with visual impact.

**ARCHITECTURAL CAD DRAUGHTSMAN**

April 2008 – April 2012

***Responsibilities:***

* Responsible for the development of details and technical drawings and shop drawings.
* Meeting the clients to know, understand and develop design concept according to client's brief.
* Site visit for visual and accurate dimensions sand preparing Working Drawings.
* Prepare Design Development Drawings including details & specifications.
* Make certain for the comprehensive and accurate delivery of designs and technical information within schedule.
* Coordinate interdisciplinary drawings for a most effective and efficient design solutions.
* Produce presentation designs, scale drawings, plans and charts using applications in (CAD)
* Makes basic computations to determine the layout of charts from sketches, discussions and reviews with various departments linked to the project.
* Assign Architectural finishes and contact suppliers for inquiry about the product.
* Coordinate with the Structural, and MEP regarding the design issues and discrepancies.
* Review Architectural drawings complying standards and Fire Code.
* Review construction documentation and shop drawings as when instructed by Architects and Team Leaders to ensure full co-ordination.
* Finds suitable design to discrepancies encountered during detailed design phase.

Projects Undertaken:

* + - **Matar Ali Ghanim Al Marri** - 6 No. G+1 Villas - Murdaf
    - **Khalid,Yousef,Mohd & Abdulla Abnaa Ahmad Mohd Belqaizi** - G+4+Sport Center - Al Murar
    - **Dubai Islamic Bank** - Jafsa Mo-06103
    - **United International Private School** - 4th Add'l (G+1) School - Al Muhaisanah
    - **Ali Salem Mohd Salmin Al Ali** - G+4 Building - Al Murar, Dubai, U.A.E
    - **Sakina Mohd Alsabt W.O. Ali Salem Alsarrah** - G+4 Building - Al Murar, Dubai
    - **Baqader Trading Est.** - G+M Warehouse - Jafsa S30225
    - **Saoud Mohd Ibrahim Obaidalla** - Al Khawaneej 1st B+G+1+Service Block
    - **Ayesha Abdulla Mohd Albadoor** - G+M+4+Penthouse - Al Daghaya, Dubai, U.A.E
    - **Badar Rashid Murad Albalooshi** - 3nos. B+G+1 Villa – Mirdif, Dubai, U.A.E
    - **Islamic Affairs & Charitable Activities** – Grd. Only Mosque - Umm Suqiem 2nd
    - **Mohd Ahmed Hohd Ali Shenqaiti** – Proposed G+2 Bldg. - Hor Al Anz, Dubai, U.A.E
    - **Ponnusamy Restaurant (L.L.C)** - G+M Warehouse -- Dubai Investment Park
    - **Ayesha Abdulla Mohd Albadoor** - G+2m+3 - Al Buteen, Dubai, U.A.E
    - **Mohd Quraish Ahmad Alfalasi ( Historical Building)** - G+1+M - Al Daghaya
    - **Mr. Bashir Al Shabah** – B+ G+1 Villa - Jumierah
    - **Key Staff Accommodations for 10,000 workers** – Abu Dhabi, UAE
    - **Commercial & Residential Bldg.** – Libya
    - **Farmhouses** – Umm Al Qwain

**Software Skills**

AutoCAD 2017

Microsoft Office (Excel, Powerpoint, Word)

Adobe Photoshop CS6

Sketchup 2017

Excellent capacity to learn new programs

**Educational Attainment**

**Bachelor of Science in Architecture**

Far Eastern University

**Personal Profile:**

Nationality: Filipino

Marital Status: Single

Language Known: English & Tagalog (Read, Written, Spoken)

Passport No.: EC24589930

Type of Visa: Visit Visa

I HEREBY certify that all statements written above are true and correct with best of my knowledge and belief.

**Tricia Marie C. Flores**

Applicant