Julian Reed

Architect

Contact

Ottawa, Canada
julian.reed@example.com
example.com/architecture-portfolio

Skills

Design documentation
Revit, AutoCAD, Drawing coordination, Detail development

Project support
Consultant coordination, Design query logs, Site observation records

Communication
Client presentations, Visual explanation, Document control

Credentials

- Architect licence, Ontario Association of Architects (illustrative; number omitted)

Summary

Architect with seven years in small commercial and community projects, including drawing coordination and construction-stage support. Uses Revit and clear issue tracking to connect design decisions with consultant input and site questions. Portfolio focuses on documented individual contributions.

Experience

Architect, Example Maplefen Design Studio Jan 2023 - Present

Ottawa

- Coordinate architectural drawing packages for three small commercial refurbishments, tracking changes across plans, details and schedules.
- Maintain the design query log with structural and building services consultants, closing 31 coordination items before the final tender issue.
- Prepare site observation notes and route contractor questions to the relevant project lead for response.
- Developed a drawing issue checklist covering revision labels, references and document dates, adopted by a six-person project team.

Architectural Assistant, Example Alderquay Architecture Studio Jul 2019 - Dec 2022

Ottawa

- Prepared Revit models, drawing sheets and presentation views under the supervision of the project architect.
- Supported material comparisons and recorded design decisions for two community-centre renovation projects.
- Compiled project images and drawing extracts with written permission for internal case studies.

Education

Master of Architecture 2017 - 2019

Example Maplefen School of Design

Fictional sample from ResumeGuru. Names, employers and achievements are illustrative.
www.resumeguru.ai/resume-samples/architect-resume-sample