

S u m m a r y o f Q u a l i f i c a t i o n s :

Strong interpersonal communication and management skills with exceptional teamwork capabilities:

- **Licensed California Architect: Ca. License No. – C29594**
- **LEED Accredited Professional since 2006**
- **Strong Design+ Production Skills: Project Designer/Manager/Architect, Staff Management, Construction Management, Production Management, Consultant Coordination**
- **Client Satisfaction and Trust / Skilled Deadline Management**
- **Extensive Knowledge of Santa Monica, West Hollywood and City of Los Angeles Zoning Codes.**
- **Strong Graphic and Presentation Skills / Strong Verbal and Written Skills**

P r o f e s s i o n a l E x p e r i e n c e :

April 2008-Present

Kara Newmark, Architect

Space planning, residential remodels, code compliance consultations, full service architecture and design services, construction administration. Permit expediting services/Entitlement Services. Record drawings.

Select Code Compliance Projects

Bring noncompliant apartment units up to code:

Feather Hill Properties LLC, 3725 South Bentley Avenue Los Angeles, CA 90034

La Ras LLC, 3759 West 27th Street Los Angeles, CA 90018

Martin Properties, 1334/1336 South Sycamore Avenue Los Angeles, CA 90019

Bring noncompliant garage/guest house up to code:

Hoffman Residence, 268 South Van Ness Avenue Los Angeles, CA 90004

Select Property Management/Building Upgrades

444/442 South Maple Drive Beverly Hills, CA 90212

Maintain building systems

Coordinate building systems upgrades

Coordinate unit upgrades as required

Design/coordinate new perimeter fencing

Design/coordinate new window upgrades

Select Residential/Commercial Remodels

Parsekian Residence 3466 La Sombra Drive, Los Angeles, CA 90068

Concept design for overall house renovations

Concept designs for master suite

Los Angeles Police Department Jeopardy Program, 6015 Woodman Avenue, Van Nuys, CA 91401

Concept design layouts for building renovation

Kossmann Residence 547 North June Street, Los Angeles, CA 90004

Concept design for new master bath suite

Oakwood Secondary School 11600 Magnolia Boulevard, North Hollywood, CA 91601

Concept design for Ceramic Studio Renovation

AB Dental USA 2999 Overland Avenue, Suite 116, Los Angeles, CA 90064

Corporate office design and construction management

Michel Residence 657 Pier Avenue, Santa Monica, CA 90405

Concept design/drawings for new front deck and entry stair

Levin & Associates, Architects, Los Angeles, California - Winter/Spring 2015

Project Description *Provide support/lead production to complete a CUP package for Oakwood School.*

Oakwood School, Los Angeles, California - 2008/2009

Project Description *Create a complete set of As-built plans for the school.
Design a graphic site map and plans for the school to use for both the Elementary School and the Secondary School.*

April 2005-April 2008

RNL Design, Los Angeles, California

Belmont Village Westwood, Los Angeles, California

Job Title Project Manager/Designer/Architect

Client Belmont Corp

Project Description 172 Unit Senior Living Facility, Wilshire Boulevard, Westwood, \$47,000,000 project

- Collaborated design with design principal.
- Designed planning for the building
- Managed and coordinated project from concept design thru construction.

Various Mixed Use International Projects

Job Title Team Designer

Client Nakheel, and other Dubai developers

Project Description Laguna Tower (high rise residential), Mangrove Residences (low rise residential), Oasis Hotel, Palm Jumeirah Residences (Condominiums, Private Residences)

- Provided design support for concept design and schematic design including planning, programming.

July 2004-April 2005

3D/International, Los Angeles, California

LAUSD, Region E Modernization Projects

Job Title Construction Manager, Design Manager
Owner Authorized Representative

Client Los Angeles Unified School District

Project Description Modernization Projects

- Managed Architect/Engineer Consultants
- Coordinated District agendas to facilitate projects.
- Coordinated Schedulers, Estimators to produce budget studies for District use.

July 2002-July 2004

Killefer Flammang Architects, Santa Monica, California

1433 Havenhurst Drive, West Hollywood, California

Job Title Project Architect

Client West Hollywood Community Housing

Project Description 24 Unit Apartment, Low Income Housing

Construction Type V / Type I

- Extensive City of West Hollywood Code Research
- Coordinated with City of West Hollywood Plan Check thru Permit.
- Construction Administration:
- RFI/Submittal Coordination.
- Produced weekly meeting notes and lead meetings.

Perino's Apartments, Los Angeles, California

Job Title Project Architect

Client Carey & Kutay Development Group LLC

Project Description 47 Unit Mixed Use Housing/Commercial, \$20,000,000 project

Construction Type V / Type I

- Client/Consultant Coordination.
- Produced Design Review Board Submittal.
- Obtained Design Review Board Approval.
- Coordinated/produced Schematic thru Plan Check drawings sets.

Stresa Apartments, Santa Monica, California

Job Title Project Architect

Client JSM Construction Companies

Project Description 50 Unit Low Income Multi-Family Housing, \$11,000,000 project

Construction Type V / Type I

- Client/Consultant Coordination.
- Coordinated/produced Plan Check Submittal Set.
- Obtained Building Permit.

San Marco Apartments, Rapallo Apartments Santa Monica, California

Job Title Project Architect

Client JSM Construction Companies

Project Description 50 Unit Mixed-Use Multi-Family Housing/Commercial

Construction Type V / Type I

- Client/Consultant Coordination.
- Coordinated/produced Administrative Approval and Architectural Review Board (San Marco) sets.
- Obtained Administrative Approval and Architectural Review Board (San Marco) approvals.

Other Projects:

Seaview Terrace, 1761 Appian Way, Santa Monica, California

Eastern Columbia Building-Adaptive Re-Use, Los Angeles, CA
The Kor Group, Client

Project Architect thru Architectural Review Board Approval.

Project Architect thru Schematic Design. Designed penthouse/pool scheme for Schematic Design.

May 2000-March 2002

Levin & Associates Architects; Los Angeles, California

Five Acres, Arts and Education Center, Alta Dena, California

Job Title Assistant Project Architect

Client Five Acres Boys & Girls Aid Society

Project Description Education Facility

Construction Type I/Type V

- Developed and produced design schematics for project.
- Client/Consultant Coordination.
- Detail Designs / Interior Design.
- Produced/Managed drawing sets.
- Coordinated with Los Angeles County Plan Check thru Permit.
- Construction Administration:
- RFI/Submittal Coordination.
- Produced weekly meeting notes and lead meetings.

Griffith Observatory Renovation, Los Angeles, California

Job Title Staff Architect

Project Description Historic Preservation of Griffith Observatory

- Worked on the team to produce construction document set.
- Coordinated, specified and organized all rest room facility product data and information.

Greek Theatre Proposal, Los Angeles, California

Job Title Presentation/Production Manager

Project Description Design Competition for Greek Theatre Renovation

- Worked with principal to design presentation.
- Coordinated team through production.
- Coordinated presentation consultants and deadline management.

Natural History Museum, Los Angeles, California

Job Title Presentation/Production Manager

*Project Description Site Feasibility Studies/
Historic Structures Report*

*Site Feasibility Studies:
Historic Structures Report:*

- Met with client to determine the content of the report.
- Coordinated consultants for design and content organization.
- Designed graphic layout for the report.

Presentation/Production Manager

- Worked with principal to design presentation.
- Coordinated team through production.
- Coordinated presentation consultants and deadline management.

Other Projects:

Examiner Building Feasibility Study, Los Angeles, CA

Mount Saint Mary's/Ahmanson Commons-Schematic, Los Angeles, CA

Autry Museum of Western Heritage, Master Plan, Los Angeles, CA

Designed conceptual loft housing plan for the study.

Assistant Project Architect

Assistant Project Architect

September 1999-May 2000

John Ash Group Architects; Eureka, California

Tenant Improvements for Humboldt Bank Administrative Headquarters, Eureka, California

Job Title Assistant Project Architect,
Project Designer

Client Humboldt Bank

Project Description New Bank Headquarters

- Met with client to develop space plan to accommodate 500 employees.
- Coordinated consultants throughout conceptual, schematic, design development, and construction document phases.
- Met with client to create and produce an interiors scheme.
- Coordinated and organized implementation of modular office systems with supplier/manufacturer.
- Worked with the project architect to produce a specification for the project.

Other Projects:

Tenant Improvement for Humboldt County District Attorney and Family Services, Eureka, California
Pierson's Garden Center Storefront Remodel Design, Eureka, California
Van Speybroeck Residence, Arcata, California

Assistant Project Architect
Project Designer, Assistant Project Architect
Assistant Project Architect

July 1998-August 1999

Pica & Sullivan Architects, Ltd; Los Angeles, California

Selected Projects:

Windward School Master Plan, Los Angeles, California
Crossroads School Sports Center, Santa Monica, California
Hebrew Union College Master Plan, Los Angeles, California
California State University Long Beach, Long Beach, California:
Seismic Upgrade of Buildings 11, 12, 13

Production Manager Fund Raising Model
Staff Architect
Presentation Production Manager
Assistant Project Architect

Exhibitions & Awards:

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| 1993 | "Reflections of Working Women: Building the Public Environment"
Selected Photos of: Grand Central Market, Crossroads School. Maureen Sullivan, Architect.
Los Angeles City Hall Bridge Gallery and Rotunda. |
| 1997 | Scholarship from the University Research Expeditions Program
Two-week archaeology dig in Trujillo, Peru researching the ancient Moche ceramic production site at Cerro Mayal. |
| 1987 | Rhode Island School of Design Annual Art Award |

Professional Organizations:

Association for Women in Architecture (AWA)-Vice President 2005-2006, **President 2006-2007**
Habitat for Humanity: 2004 Participant-San Julian, Bolivia Build

Education:

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| 1995-1998 | U.C. Berkeley
<i>Thesis: Examining the Square: Redesigning the Los Angeles Four-Corner Intersection,</i> | M. Arch. |
| 1989-1992 | Art Center College of Design | B.F.A., Photography |
| 1988-1989 | U.C. Davis | Fine Art Major |
| 1987-1988 | UCLA | Fine Art Major |