

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.**
- **Excellent Graphic and Presentation Skills / Strong Verbal and Written Skills**
- **Proficient in AUTOCAD, REVIT, VectorWorks, Photoshop, Illustrator, BlueBeam ProCore, Sketchup, Rhino**

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

June 2022-November 2022

Nadel Architecture

3022 S Western Ave

Job Title Senior Project Manager

Client CIM Group

Project Description Mixed Use Housing

Responsibilities Lead Project Manager/Project Architect

Design/Planning-PZA and Entitlement Sets

- Project Manager/Project Architect

7022 Sunset Boulevard

Job Title Senior Project Manager

Client Crossroad of the World

Project Description Mixed Use Housing

Responsibilities Lead Project Manager/Designer

Design/Planning-PZA and Entitlement Sets

- Project Manager/Designer

December 2021-June 2022

Van Tilburg Banvard Soderbergh, Santa Monica, CA

Washington Boulevard Mixed Use Low Income Housing: La Prensa Libre

Job Title Construction Management

Client AMCAL

Project Description Low Income Housing- Owner/Builder.

Responsibilities Project Manage RFI's/Submittals/Job Site

Visits/Contractor Coordination.

Source unspecified products.

- Construction Manager.

2120 Main Street/Congregate Care Facility / 8070 Beverly Boulevard-Senior Living

Job Title NA

Client SBLP Huntington Beach, LLC

Project Description Senior Living/Memory Care

Responsibilities Construction Document Phase: Coordinate Detail Section/Create Detail Sheets for Plan Check

Coordinate/Create Storefront/Window/Door Details

- Team Support

December 2008-Present

Newmark Architecture

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

2021

Renovation/Development: 1263 South Windsor Boulevard-

New Pool/Spa/Landscape/Drainage

Design/Build New Spa and Pool with complete landscape build out and BBQ.

\$100,000 project. Completed September 2021.

ADU/Pool Cabana Project:

Project is permitted/construction is commencing. Construction completion estimated by October 2022.

2017-2020 Projects of Note:

2019-2020

107 South Poinsettia Place, Los Angeles, CA 90036

New ADU Design

New ADU for home in the Miracle Mile North-Design and Planning Submittal
HPOZ clearance received .
\$250,000 project.

1263 South Windsor Boulevard, Los Angeles, CA 90019

Historic Residential Remodel

Design/Build 2600 SF historic residential remodel in the Oxford Square HPOZ.
Received Mills Act for the property.
Complete building upgrade of all systems/2 bathroom additions within (E) SF/Full Kitchen Remodel
\$500,000 project. Completed.

2017-2019

Development: 442/444 South Maple Dr, Beverly Hills, CA 90212

Residential Apartments remodel

Design/Build 1200 SF historic apartment renovation-systems upgrades/kitchen and bathroom remodel
\$100,000 project.
Design/Build Site upgrades/Unit upgrades

2017 6230 Warner Drive, Los Angeles, CA 90048

Residential Building Addition

Design 420 SF building addition for residence in Carthay Circle HPOZ.
Coordinate project through HPOZ board approval.

2017 Development/TT: 1299 West Jefferson Boulevard

Tenant Improvement for Oran Enterprises Corporate Offices

Design/TT/4200 SF space/\$200,000 project.

April 2008-2016

Worked with Levin & Associates, Architects, Winter/Spring 2015

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

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

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

Concept design layouts for building renovation

Kossman 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

Oakwood School, Los Angeles, California - 2008/2009

Project Description

Create a complete record of all campus buildings 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

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

Project Architect thru Architectural Review Board Approval.

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

- 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	Designed conceptual loft housing plan for the study.
Mount Saint Mary's/Ahmanson Commons-Schematic, Los Angeles, CA	Assistant Project Architect
Autry Museum of Western Heritage, Master Plan, Los Angeles, CA	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/manufactur.
- 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	Assistant Project Architect
Pierson's Garden Center Storefront Remodel Design, Eureka, California	Project Designer, Assistant Project Architect
Van Speybroeck Residence, Arcata, California	Assistant Project Architect

July 1998-August 1999

Pica & Sullivan Architects, Ltd; Los Angeles, California

Selected Projects:

Windward School Master Plan, Los Angeles, California	Production Manager Fund Raising Model
Crossroads School Sports Center, Santa Monica, California	Staff Architect
Hebrew Union College Master Plan, Los Angeles, California	Presentation Production Manager
California State University Long Beach, Long Beach, California:	Assistant Project Architect
Seismic Upgrade of Buildings 11, 12, 13	

Exhibitions & Awards:

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:

1995-1998	U.C. Berkeley	M. Arch.
	<i>Thesis: Examining the Square: Redesigning the Los Angeles Four-Corner Intersection,</i>	
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