



## Experience

### TECHNICAL DESIGNER

Amento Group, Seattle, WA / 2015-Present

- Prepare waterproofing drawing sets and specifications for large and small new and remediation projects.
- Work closely with owners to generate construction documents and details unique to their buildings; make project decisions that are representative of owner's needs, wishes and schedules.
- Attend planning and coordination meetings with clients
- Coordinate with consultants to develop efficient and effective designs that compliment existing buildings and aesthetics.
- Assist with project permitting.
- Perform Construction Administration for waterproofing and remediation projects; ensure project documents are implemented during construction; complete weekly site inspections and construction observations. Prepare meeting records of decisions and progress.
- Lead multi-party meetings during pre-construction and construction.
- Expertise and knowledge of current industry standards and applicable code requirements for material and product installations.
- Select colors and materials for remediation projects; prepare color presentation boards; present color and material palettes to owners.
- Assist with building inspections and investigations.
- Prepare formal change orders. Collaborate, review and respond to Requests for Information, Change Proposals or other contractor concerns.
- Review and approve pay applications for owners.
- Perform inspections and documentation of components in accordance with RCW 64.55.030.
- Assist with project graphics and support materials

### PROJECT ASSISTANT

ISU Department of Residence, Ames, IA / 2014-2015

- Prepared complete construction documents for over 5 University residential renovations.
- Evaluated existing site and building conditions, and established preliminary budgets for future projects.
- Managed and oversaw on-site contractors, and observed construction for compliance with drawings.

### CHAPTER SECRETARY

American Institute of Architecture Students, Ames, IA / 2014-2015

- Coordinated several chapter events, both individually and with teams.
- Distributed important information digitally via e-mail and chapter's blog.

### **ADMINISTRATIVE ASSISTANT**

ISU Dining, Ames, IA / 2012-2014

- Verified daily store receipts, prepared financial reports, and investigated inaccuracies.
- Maintained paperwork and digital files, and assisted with management of daily bookkeeping.

## Education

### **IOWA STATE UNIVERSITY**

Ames, IA

- Bachelor of Architecture, Second Major in Environmental Studies, Minor in Sustainability, Dean's List, 2015

## Registrations

### **U.S. GREEN BUILDING COUNCIL (USGBC)**

- LEED Green Associate, 2015-Present

## Professional Affiliations

### **AMERICAN INSTITUTE OF ARCHITECTS (AIA)**

Seattle, WA

- Associate Member, 2015-Present

### **MASTER BUILDERS ASSOCIATION (MBA)**

King & Snohomish County

- Associate Member, 2015-Present

### **COMMUNITY ASSOCIATION INSTITUTE (WSCAI)**

Washington State Chapter

- Business Partner, 2015-Present