

## Cathy Le

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09/08 – 02/10

### Objective

To obtain full-time employment as a **Junior Designer** with a design firm to gain project development, and construction administration experience. I am available to commence employment immediately.

### Professional Experience

#### Noll & Tam Architects

729 Heinz Avenue – Berkeley, CA 94710 – 510.649.8295

- Junior Architectural Designer
- Prepare detailed construction documentation for new construction and renovation projects of libraries (~3,000 sq. ft.), community centers (~30,000 sq. ft.), and ADA restroom upgrades
- Coordinate architectural & interior material finishes and product research for projects
- Prepared presentation & aided in community workshops for various public projects
- Aided in development of feasibility studies and building evaluations for institutional & educational capital project improvements
- Design and develop construction details for millwork and custom furniture
- Coordinate renovation projects with consultants for mechanical, electrical, plumbing, structural and various technological building upgrades

10/06 – 06/08

#### HOK Architects

201 N. Franklin St, Suite 1800 – Tampa, FL 33602– 813.229.0300

- Interior Design Technician
- Prepare construction and client presentation material from concept design phase through construction documentation for various commercial and civil new construction projects
- Prepare detailed programmatic data sheets which describe all construction finishes and furniture specifications
- Develop programmatic diagrams to graphically demonstrate programming, functional adjacencies, and research code requirements
- Finishes and furniture selection for design of interior spaces of new & existing construction projects
- Conduct field measurements and existing site conditions verification

8/05 – 02/06

#### Ridgway Roof Truss Company

235 SW 11<sup>th</sup> Pl – Gainesville, FL– 352.376.4436

- CAD Draftsman
- Translation of structural engineering diagrams to shop drawings for manufacturing and architectural approval
- Prepare structural set of construction documentation for residential and commercial projects

### Education

8/00 – 05/06

#### University of Florida (*Graduate College of Design, Construction & Planning*)

Bachelor of Design - Major: Interior Design (*Magna Cum Laude*)

### Skills

#### Computer Proficiency

- Autocad/Auto Desktop (2000 –2010)
- Adobe Creative Suite (CS – CS3)
- Microsoft Office Products (07)
- Revit 2008
- 3D Studio Max (Basic Knowledge)

#### Non-Computer

- Architectural Model Making
- Color Theory and Fundamentals
- Furniture Specification
- Freehand Drawing/Sketching
- Bilingual (English, Vietnamese)
- Millwork Construction Detailing

### Affiliations

- Architecture for Humanity (Bradenton, FL Chapter): Co-Founder ([www.afh-bradenton.com](http://www.afh-bradenton.com))
- National Organization Minority Architecture Students: Secretary
- American Society of Interior Design (ASID)
- International Interior Design Association (IIDA)

### Honors

- Recipient of the Cirino Scholarship
- Recipient of the Reynold, Smith, Hill Travel Scholarship
- Top 5 Presentations for Upper Division Admission to the Department of Interior Design at the University of Florida
- Recipient of Taylor's Memorial Scholarship

*References are available upon request*

**Resume**