

WORK EXPERIENCE CONT.

2013 - 2014 Atkins North America, Orlando, FL
Digital Media Editor
[May '13 - Jan '14] Supported corporate communications marketing department assisting all 50+ offices nationwide with photography needs. Super Administrator for the company digital asset management system containing over 25,000 digital media assets. Created new company processes for the organization and processing of company documentation and images. Assisted with graphic design tasks, including branding, logo design, document design, presentations, and other projects.

2012 - 2013 Atkins North America, Orlando, FL
Designer I
[Nov '12 - May '13] Assisted full team of architecture staff on large scale projects including Universal theme parks. Performed red line changes and revisions, reviewing shop drawings during the construction phase. Worked within BIM models specifically on doors and windows of a large scale theme park project. Organized and maintained project files for large deadlines.

2011 - 2012 COPA, Barahona, Dominican Republic
Technical Advisor
[Nov '11 - Nov '12] Coordinated and promoted trade training classes for numerous villages. Liaised with local training organizations. Managed all buildings on site. Organized and worked on all maintenance tasks, supervising the maintenance staff by working with them on most tasks, and giving them the training necessary to fulfill their roles more effectively. Organized projects within two villages when work-groups from the USA and UK visited. Project manager for all new minor construction projects. Assisted and supported civil engineers on major new projects by locating materials, negotiating prices, identifying local labor and advising on local procedures and methods.

TRAVEL

England	Scotland	Ireland
Spain	Portugal	Dominican Republic
Panama	Jamaica	Bahamas
France	St. Thomas	San Blas Islands
Italy	St. Marteen	Gibraltar

WORK ETHIC
ARCHITECTURE
INTERNATIONAL AID
DESIGN
PHOTOGRAPHY
PASSION

VOLUNTEER

2013 - Present **Batey Rehab Project [BRP]**
Director
Orlando, FL

2011 - 2012 **Community Partners Association [COPA]**
Technical Advisor
Barahona, Dominican Republic

2007 **The City of Biloxi**
Structures Condition Inventory
3000 Structures, Volunteer
East Biloxi, MS

2007 **David Perks, AIA**
Historic Neighborhood Assessment
East Biloxi, MS

2006 **"Hands On" Gulf Coast**
Construction Volunteer
Katrina Disaster Response, Biloxi, MS

2006 **Savannah College of Art & Design**
Katrina Re-Build Team Volunteer
Biloxi, MS

2007 **Savannah College of Art & Design**
Post-Katrina Design Team Member
Pass Christian, MS

REFERENCES

LaRaine Montgomery, LEED AP
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