

SULTAN ALBASHA

+961 70 83 89 77

Dear Hiring Manager,

I'm a Lebanese architect who has increased his expertise in architecture and construction through many years of exposure listed down in my resume. I'm confident that my unique qualifications and skills make me a competent applicant who is able to contribute to your company's already impressive performance and I would be grateful to be given the opportunity to take my career to its next level. But first let me tell you about my background.

Before being exposed to the architecture field in 2007 I had to help my dad with his projects in steel works along with my educational path. I was successful in designing and executing steel construction on site as well as designing and producing gym equipment, windows, doors and furniture. It was through these experiences that I developed a passion for architecture.

After pursuing my masters degree, I have had a broad range of experience in consulting, contracting, project management and site work that made me build an inclusive understanding of architecture. My recent industry placement with world largest architectural firms like LEO A DALLY and Wilson & Associates provided the opportunity for me to work on a variety large scale projects such as Jabal Omar development project and Thuwal National Guard Family Compound. I am a true professional who remains focused on delivering quality at all stages of the project and my key skills include but are not limited to:

- Providing professional, accurate and independent advice on the management of projects.
- Finding efficient design solutions and coordinating project successfully.
- Delivering all assigned tasks with enthusiasm and integrity.

Having attained great career achievements, I now want to work for a company like yours that encourages innovation and rewards hard work. I hope that you will find this cover letter in combination with the attached CV enticing enough to invite me to an interview where it would be better to introduce you to myself and discuss in greater detail all the requirements.

Thank you in advance,

Yours Sincerely,

Sultan Albasha

BEIRUT-LEBANON
EMAIL: S.ALBASHA@HOTMAIL.COM
MOBILE PHONE: 00961 70 83 89 77

SULTAN ALBASHA | ARCHITECT

PERSONAL INFORMATION

NATIONALITY *LEBANESE*
PLACE OF BIRTH *BEIRUT, LEBANON*
DATE OF BIRTH *MARCH 7, 1988*
MARITAL STATUS *MARIED*

LANGUAGES

ARABIC NATIVE
ENGLISH READING, WRITING, COMMUNICATION

EDUCATION

DIPLOMA OF ARCHITECTURE
LEBANESE UNIVERSITY, INSTITUTE OF FINE ARTS
2011-2012

LICENSE IN ARCHITECTURE
LEBANESE UNIVERSITY, INSTITUTE OF FINE ARTS
2010-2011

BAC 2-GENERAL SCIENCES
CHOUEIFAT OFFICIAL SECONDARY SCHOOL
2006-2007

EXPERIENCE JULY 2016 TO CURRENT

MOUAWAD-EDDE S.AR.L | TABARIS, BEIRUT, LEBANON

POSITION: *SITE ARCHITECT*
KEY PROJECT/S: INTERNATIONAL COLLEGE /IC PAHSE 2
LAU/RENOVATION OF GEZAI RI BUILDING

RESPONSIBILITIES/EXPERIENCES:

- Architectural senior shop drawings and site supervision.
- Daily site follow up to check if works conform to design.
- Reporting to project manager to and coordinating to make sure works meet high standards.

FEBRUARY 2015/
APRIL 2016

LACECO INTERNATIONAL | BEIRUT

POSITION: *ARCHITECT/DESIGN- DETAILED DESIGN*

KEY PROJECT/S: Thuwal/National Guard Family Compound-SA
Manateq HQ - Qatar

RESPONSIBILITIES/EXPERIENCES:

- Dealing with large scale projects.
- Experiencing work in big design team which demands a lot of coordination to achieve success and harmony in works.
- Preparing all project required drawings of which: plans, sections, elevations, wall sections and needed details.
- Working on compound projects containing different types of buildings and experiencing the requirement of each building use.
- Preparing other drawings such as reflected ceiling, tiling, fire safety and signage plans as well as accessible spaces and enlarged plans.
- Studying design to be efficient with the required project cost.
- Coordinating with senior architect and project manager to fit the project to the requirement.
- Ensuring coordination with other trades drawings (Structural, MEP & LDS).
- Problem solving and finding efficient design solutions that comply with the necessary codes like IBC.
- Becoming experienced in accessible design requirement (ADA) and enlarged spaces.
- Applying necessary client comments to project in every submission.

SEPTEMBER 2014/
FEBRUARY 2015

KOCACHE INTERPRISE | BEIRUT

POSITION: *ARCHITECT/SHOP DRAWINGS*

KEY PROJECT/S: JABAL OMAR DEVELOPMENT PROJECT-Saudi Arabia

EXPERIENCE GATHERED:

- Dealing with large scale projects.
- Preparing shop drawings to be issued for construction with necessary referencing and detailing.

OCTOBER
2012/SEPTEMBER
2014

- Becoming experienced in detailing (False ceiling, Toilets and other wet spaces, Tiling, Partitioning and more).
- Preparing reflected ceiling and tiling plans and implementing the required installations in coordination with electrical and mechanical trades.
- Acting as team coordinator on works and manage it to meet drop time and quality.
- Experience on materials, fixtures, furniture and finishes specs. And how it should be executed.

WA ARCHITECTURE | ALEY

POSITION: ARCHITECT/DESIGN-DETAILED DESIGN-SHOP DRAWINGS

KEY PROJECT/S: BKHESHTAY FACTORY+RESIDENTIAL PROJECTS

RESPONSIBILITIES/EXPERIENCIES:

- Concept and Design (Achieving client wants and needs).
- Preparing license Drawings & documents.
- Execution drawings and detailing (Architectural, Mechanical & Electrical).
- Checking for mistakes in structural drawings and finding solutions.
- Preparing BOQ Documents.
- Choosing materials and finishes.
- Cladding exterior and interior shop drawings.
- Water Proofing and typical details.
- Toilets and kitchen shop drawings.
- Landscape Design and execution.
- Designing interior space.
- 3D max/V-ray rendering.

SITE EXPERIENCE:

- Supervising Excavation and concrete works.
- Checking on updated works with the specified details.
- Ensuring the accuracy of calculations and quality.
- Approving executed finishing on site.
- Feedback on variations, additions or changes.

JULY2011/DEC.2015

PRISMACIRCLE PROJECTS | BEIRUT

POSITION: *SITE ARCHITECT*

KEY PROJECT/S: BLISS 697 TOWER-HAMRA, BEIRUT
INKRIPT FACTORY EXPANTION-BSHAMOUN

SITE EXPERIENCE

- Daily site supervision in all phases (Excavation & shoring, concrete works, partitioning, covering and finishing works).
- Making sure all works meet the tender drawings and requirements.
- Monitoring Execution process and progress.
- Recording special specifications and qualification documents for the Project Manager.
- Day-to-day Site managing.
- Problem finding and direct solving, pushing on sub-contractors for fast solving to pursue with works.
- Feedback on all variations, Additions or changes to standard works.

SUMMER 2010

ARCHITECT MORWAN HAIDAR OFFICE | CHOUEIFAT

POSITION: *ARCHITECT*

KEY PROJECT/S: OBEY HOTEL AND RESIDENTIAL PROJECTS

OFFICE & SITE EXPERIENCE:

- Concept design, detailed design, license and execution drawings.
- Preparing other drawings like mechanical and electrical for small projects.
- Achieving client needs and working on interior space.
- Site supervision.

3D rendering.

SUMMER 2009

MODERN CONSTRUCTION COMPANY | BEIRUT

POSITION: *INTERNSHIP-OFFICE & SITE*

KEY PROJECT/S: ARAMOUN OFFICIAL SCHOOL PROJECT
RENOVATION/RESIDENTIAL PROJECTS

EXPERIENCE GATHERED:

- Concept design, detailed design and execution drawings.
- Site supervision.

SKILLS

- Checking on finishing works if it meets desired specifications and standards.
- Preparing quantities to estimate project.
- Taking dimensions on site to prepare as-built drawings.

ADDITIONAL EXPERIENCE

DESIGN AND EXECUTION OF STEEL CONSTRUCTION FOR STAFF HOUSING
LE LYCEE NATIONAL SCHOOL-BSHAMOUN / 2005

DESIGN AND EXECUTION OF WHEAT MILLS TRUCKS STRUCTURE
DAWRA, BEIRUT/ 2006

DESIGN AND EXECUTION OF LP GYM
CHOUEIFAT/ 2012

EXPERIENCED IN GYM EQUIPMENT DESIGN AND PRODUCTION,
FURNITURE, STEEL DOORS AND WINDOWS DESIGN.

PERSONAL

- Having responsible attitude, remaining calm under pressure and processing superb decision making skills.
- Promoting good work practices.
- Excellent communication/interpersonal skills to interact with individuals at all levels.
- Setting goals and objectives for each particular project to meet requirements and deadline.
- Excellent coordination skills with other trades to make sure they match the architectural ones.
- Great at catching problems and finding efficient solutions.
- Experience in a wide range of building types.
- Strong experience in detailing and construction solutions.
- Very accurate, logical and can visualize things in reality.

TECHNICAL

- Revit Architecture (since 2014).
- AutoCAD (2D & 3D, Professional-since 2008).
- 3Ds max modeling and rendering (since 2009).
- Sketch up (since 2010)
- Photoshop (Excellent-since 2005).
- Microsoft (Word, PowerPoint, Excel-since 2003).
- Clean and organized drawings and layouts.

PERSONAL QUALITIES

INTELLIGENT, PATIENT, INDEPENDENT, CONSERVATIVE, FAITHFUL AND HONEST, CREATIVE, ORGANISED, ANALYTICAL AND ABLE TO LEARN QUICKLY, VERY EASY TO GET ALONG WITH AND CAN WORK UNDER PREASURE, PRODUCTIVE AND FAST, FRIENDLY AND APPROCHABLE.

REFERENCES

DR. SAMAR MAKKI HAIDAR

HEAD OF THE ARCHITECTURE DEPARTMENT | LEBANESE UNIVERSITY
MOBILE PHONE: 00961 03 83 5292

DR. ZIAD ABU ALWAN

MY FINAL PROJECT SUPERVISOR | LEBANESE UNIVERSITY
MOBILE PHONE: 00961 03 21 60 01

ARCHITECT WAJDI ABU SAID

WA ARCHITECTURE COMPANY OWNER
MOBILE PHONE: 00961 03 61 99 08

ARCHITECT MAZEN BALAA

GENERAL MANAGER | PRISMACIRCLE PROJECTS
MOBILE PHONE: 00961 03 24 87 77