

Jessica William Mtanios-Abdallah

Beirut, Lebanon

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EDUCATION

Oct. 2009 – Jun. 2015	Notre Dame University Bachelor of Architecture (6 years), <i>Dean's list with GPA 3.0/4.0</i>	Zouk, Lebanon
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WORK EXPERIENCE

Jun. 2018 – Jun. 2020	Architect at "Choucair Consultants-Sbs International" (Engineering design & development, project management and turnkey projects) <u>Projects include:</u> Residential, Commercial and Industrial. - Working on design and project development. - Managing project design, Architectural vs. Structural. - Preparing all project detailed drawings needed for construction from execution plans and detailed wall sections. - Follow-up with site progress, updating project status, and initiating As-Built drawings. - Handling construction related issues by and proposing solutions and ensuring issue closure in a timely manner. - Preparing Project Permit Documents for submission to the local authorities. - Initiating finishing drawings and schedules as well as BOQ documents.	Beirut, Lebanon
Dec. 2015 – May. 2018	Architect at "Bureau D'etudes et D'architecture YACOUB" (Private Architectural Design Office in Beirut) <u>Projects include:</u> Residential, Commercial and Interior Design. - Working on design and project development. - Preparing and managing project documents from Technical, Electrical, Mechanical, and sanitary, ... - Managed project study, from conceptual proposals and pre-design documents for submission. - Handled project surveys, along with exterior and interior renovation works. - Initiating interior design drawings (Interior layouts, Furniture and Lighting,) - Preparing finishing schedules and BOQ.	Beirut, Lebanon
May 2012 – Sep. 2012	Architect Intern at "ERGA Group" - Developed architectural technical drawings with construction detailing. - Initiating project detailed shop drawings. - Handling project finishing schedules. - Acquired deep understanding of project phases from bidding to conception and completion.	Naccach, Lebanon

TRAINING & WORKSHOPS

Dec.2020 –Jan.2021	Professional Project Management Training Workshop (V7)	Beirut, Lebanon
Nov.2020 – Present Sep.2017 - Dec.2017	Freelance Architect at Roland Mitri Architecture Worked as a freelance architect on the conceptual design phase of residential villas, initiating preliminary design drawings, 3d concept models, and preparing architectural presentations for submission.	Beirut, Lebanon
Oct.2014 – Jun.2015	Final Year Senior Project – Notre Dame University Glass Waste into Art – A Recycling and Educational facility located in a highly polluted industrial area, acting as transition to an emerging recreational waterfront.	Zouk, Lebanon

ADDITIONAL INFORMATION

Languages: Arabic, English, French

Skills: Design and development, drafting using AutoCAD, Revit, 3D Modelling, Google Sketch Up, Photoshop.

Interests: Travel and Culture, Sustainable Technology, and all kind of Sports.