

OBJECTIVE: To obtain an internship with an architectural firm, with an interest in residential and small-scale design.

EDUCATION: **New Jersey Institute of Technology (NJIT), University Heights, Newark, NJ**
Bachelor of Architecture (B.Arch), Graduated: May 2008

HONORS: Top 15 percent of graduating high school class; Member of Phi Eta Sigma, the National Honor Society

SKILLS: AutoCAD, Rhinoceros, 3DS Max, Adobe CS3 (Photoshop, Illustrator, Flash, Dreamweaver), Microsoft Office 2007 (Word, Excel, Outlook, Access), Hand drawings, Physical Models, Photography

PORTFOLIO: <http://www.aks-arch.com/>

WORK EXPERIENCE:

- Sept 2008 – Present **Target of Rock Hill, SC – 1900 Springsteen Road, Rock Hill, SC – 803-985-3888**
Backroom Associate
- Maintained a clean and organized stockroom
 - Restocked store shelves and stockroom shelves with store products
 - Assisted with various receiving and stocking activity
 - Assist customers with retrieving and locating products within store
- May 2007 – June 2008 **Kurt J. Ludwig, AIA, Incorporated – 77 N. Main Street, Milltown, NJ – 732-846-1141**
Architectural Intern
- CAD operator—created plans, sections, elevations using AutoCAD software
 - Worked on construction documents and plot layouts
 - Deliver and pick up plans and other documents to/from clients and townships
 - Assist with measuring and photographing existing buildings
 - File and organize drawings and documents for past and current projects
 - Assist with various office tasks
- June 2006 – Nov 2006 **Eckerd Pharmacy – 231 Prospect Street, South River, NJ – 732-254-7777**
Pharmacy Delivery Driver
- Processed and delivered prescriptions to customers
 - Assisted in putting together prescriptions
 - Cashier / Drive-Thru in Pharmacy
- May 2005 – Oct 2005 **Target of Milltown, NJ – 400 Ryders Lane, Milltown, NJ – 732-613-3903**
Backroom Associate
- See above Target job position below for job duties
- June 2004 – Aug 2004 **Northeast Remsco Construction, Inc. – 1433 Highway 34 South, Farmingdale, NJ – 732-557-6100**
On-Site Assistant to Contract Manager, Construction Sites located in Springfield, NJ & Elizabeth, NJ
- Processed and maintained invoices and other construction documents
 - Assisted contract manager with various tasks on and off site
 - Took field measurements and red-marked drawings
 - Took daily photographs of the construction site and maintained for construction documentation
- Sept 2002 – July 2003 **SIMON Property Group, Brunswick Square Mall – 755 Route 18, East Brunswick, NJ – 732-238-3600**
Mall Security Dispatcher
- Assist shoppers and callers with mall information via phone and walk-in
 - Maintain an open line of communication with security and mall personnel
 - Monitor security radio and dispatch security officers as needed
- June 2001 – July 2003 **Sayreville Recreation Department, Summer Parks Program (Seasonal) – Sayreville, NJ**
Day Camp Counselor for children ages 7-11
- Participate in various activities and games with the campers
 - Monitor and supervise the campers
 - Be a positive role model for the children