

MARYLEEN DEANICE BONDOC

REGISTERED AND LICENSED ARCHITECT (PH)
DRAFTSPERSON (AUS)

SOFT SKILLS

INTERPERSONAL SKILLS
COMMUNICATION
CREATIVITY AND
CRITICAL THINKING
COLLABORATION
DECISION MAKING
PROBLEM SOLVING
EMOTIONAL INTELLIGENCE

HARD SKILLS

ARCHICAD (HIGHLY PROFICIENT)
AUTOCAD
LUMION
SKETCHUP
PHOTOSHOP
MICROSOFT OFFICE

EDUCATION

HOLY ANGEL UNIVERSITY
BS ACCOUNTANCY
2011-2012
BS ARCHITECTURE
2012-2017

CONTACT

+63905-753-5788
BONDOC.MARYLL@GMAIL.COM

LANGUAGE SKILLS

PROFICIENT IN ENGLISH
& FILIPINO

REFERENCES

AR. MARY GRACE MEDINA
+63 917 668 8684
ASHLEE BYRNE
0468 510 199



PROFILE

SENIOR ARCHITECTURAL DESIGNER WITH COMPREHENSIVE EXPERIENCE PREPARING ARCHITECTURAL DRAWINGS FOR FULL COMPLETION OF RESIDENTIAL BUILDINGS. POSSESS A PROVEN ABILITY TO LEAD PROJECT TEAMS TO SUCCESSFULLY DELIVER AGREED-UPON SUPERIOR QUALITY SOLUTIONS.



ACHIEVEMENTS & EXPERIENCES

PRE-GRAD

- DEAN'S LISTER A.Y. 2014-2017
- JUNIOR PHILIPPINE INSTITUTE OF ACCOUNTANTS
 - 1ST YEAR REPRESENTATIVE (2011-2012)
 - AWARDED AS BEST COORDINATOR OF THE SAME YEAR
- COLLEGE STUDENT COUNCIL - COLLEGE OF ENGINEERING & ARCHITECTURE
 - COUNCILOR A.Y. 2013-2014
 - STAFF A.Y. 2012-2013, 2014-2015
- HOLY ANGEL UNIVERSITY STREET DANCE CREW
 - TREASURER A.Y. 2013-2014
 - SECRETARY A.Y. 2014-2015
- UNITED ARCHITECTS OF THE PHILIPPINES- STUDENT AUXILIARY - HAU CHAPTER
 - TREASURER A.Y. 2015-2016
 - MEMBER A.Y. 2012-2017
- UNITED ARCHITECTS OF THE PHILIPPINES- STUDENT AUXILIARY - NATIONAL
 - MEMBER A.Y. 2012-2017

POST-GRAD

- UNITED ARCHITECTS OF THE PHILIPPINES - GRADUATE AUXILIARY
 - CHAPTER PRESIDENT A.Y. 2018-2019
- UNITED ARCHITECTS OF THE PHILIPPINES - CLARK
 - CHAPTER SECRETARY A.Y. 2022-2023

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RELATED WORK EXPERIENCE

STRUCTERRE CONSULTING PERTH

VNIX 5G CORPORATION SEPT 2017-DEC 2021

SENIOR ARCHITECTURAL DESIGNER

- TEAM LEADER / BRAND CHECKER SINCE JANUARY 2020
 - ASSIGNED IN DRAFTING AND CHECKING OF ALL WORKING DRAWINGS, PLANNING AND, PRESTART DRAWINGS.
- WORKED AS A DEPUTY TEAM LEADER FOR SEVERAL BUILDERS.
- COMMUNICATED DIRECTLY WITH THE CLIENT TO DOCUMENT ALL INCOMING JOBS AND ALL POTENTIAL ISSUES / QUERIES REGARDING ANY PROJECTS.
- MULTI-BUILDER DRAFTER.
- APPLIED DAP, DESIGN GUIDELINES, COVENANTS AND, SPECIFICATIONS FOR RESIDENTIAL HOUSES.

- **ROSS NORTH HOMES PERTH, WA**
 - ***ON-SITE EXPERIENCE JANUARY 19, 2020 - APRIL 17, 2020***
 - ADVANCE TRAINING TO BETTER CATER TO THE NEEDS AND WANTS OF THE BUILDER

***REGISTERED AND LICENSED ARCHITECT**

JULY 2019 - PRESENT

***NORMANDY ARCHITECTS, INC. MARCH 2016-APRIL 2016**

ON-THE-JOB TRAINEE

***JCDI ARCHITECTS, INC. APRIL 2015-MAY 2015**

ON-THE-JOB TRAINEE

- WORKED ON THE DESIGN OF MULTIPLE COMMERCIAL/RESIDENTIAL PROJECTS, PERFORMED SITE VISITS AND, PRODUCED DETAILED ARCHITECTURAL DRAWINGS AND SKETCHES.
- PROVIDED CREATIVE CONCEPT SOLUTIONS AND MAINTAINED ALL BLUEPRINT FILES, DOCUMENTS AND, RECORDS.
- COMMUNICATED AND WORKED CLOSELY WITH OTHER RELATED PROFESSIONALS; PERFORMED OTHER DUTIES AS ASSIGNED.

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RELATED WORK EXPERIENCE

YARAN PROPERTY GROUP PERTH, WA

FEBRUARY 2022 - PRESENT

ARCHITECT (FULL TIME)

- CONTRACTING NEW DEVELOPMENT SITES FROM SELLERS AND THEIR AGENTS (USING REAL ESTATE LISTING WEBSITES AND THROUGH EMAIL)
- DRAFTING CONCEPTUAL SITE PLANS FOR PROSPECTED LOTS.
- SPECIALIZED IN SDA HOUSES.
- COORDINATING WITH CONSULTANTS (SURVEYING, GEOTECHNICAL, TRAFFIC, ETC.) TO DO THE FIELDWORK AND PREPARE REPORTS NEEDED FOR DEVELOPMENT APPROVALS
- DUE DILLIGENCE FOR SITES OPTIONED.
- PREPARING DEVELOPMENT APPROVAL REPORTS
- OBTAINING PLANNING AND DEVELOPMENT APPROVALS
- RESPONSIBLE FOR DEVELOPING FULL DEVELOPMENT APPLICATION (DA) SET OF DRAWINGS TO BE SUBMITTED TO THE COUNCIL.

KELLETT DESIGN GROUP PERTH, WA

MARCH 2022 - PRESENT

ARCHITECTURAL DRAFTSPERSON (FULL TIME)

- RESPONSIBLE FOR DEVELOPING FULL DEVELOPMENT APPLICATION (DA) SET OF DRAWINGS TO BE SUBMITTED TO THE COUNCIL.
- RESPONSIBLE FOR DEVELOPING FULL BUILDING PERMIT (BP) SET OF DRAWINGS TO BE SUBMITTED TO THE COUNCIL.
- COUNCIL SUBMISSIONS FOR BUILDING PERMIT (BP) SETS AND DEVELOPMENT APPLICATION (DA) SETS.
- SITE REDRAW FOR RENOVATION PROJECTS.