

CHRISTIAN A. BUTAC

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COVER LETTER

As a registered and licensed architect with three years of professional experience and a total of six years specializing in architectural drafting, site inspection, and comprehensive knowledge of bill of materials and bill of quantity, I am eager to bring my expertise to your esteemed team. Proficient in a range of architectural software including AutoCAD, SketchUp, Lumion, and Photoshop, I am confident in my ability to contribute effectively to your projects and elevate the quality of your architectural designs.

EXPERIENCE

Site Architect

September 2021 – Present

MAESTRO Architects

- Site Analysis - Assessing environmental and infrastructural factors impacting design.
- Design Development - Collaborating on architectural designs meeting project requirements.
- Creating Plans and Drawings - Creating detailed blueprints using CAD software.
- Structural Coordination - Integrating structural elements into designs.
- Material Selection - Researching and choosing suitable building materials.
- Budgeting and Cost Estimation - Estimating costs and managing expenses throughout the project.
- Project Management - Overseeing construction activities and timelines.
- Quality Control - Ensuring compliance with design and regulatory standards.
- Client Communication - Maintaining regular updates and addressing client concerns.
- Problem Solving - Resolving design and construction issues promptly.
- Environmental Considerations - Incorporating eco-friendly design principles.
- Documentation - Keeping accurate records of project-related activities.
- Safety Compliance - Enforcing health and safety regulations on-site.
- Stakeholder Coordination - Collaborating with various project stakeholders.
- Post-Construction Evaluation - Assessing design performance and lessons learned.

Junior Architect / Draftsman

October 2018 – August 2021

MAESTRO Architects

San Vicente, Tarlac City

- Creating various presentations and design perspectives for improvements and adaptations to construction.
- Presenting the draft design for client approval.
- Finalizing AutoCAD drawings and models
- Creating 3D perspectives and walkthrough presentations using SketchUp, Lumion, and Adobe Photoshop
- Ensuring that the design meets the required structural and safety standards.
- Performed site visits and site supervision.

EDUCATION

Bachelor of Science in Architecture

June 2013 – June 2018

Tarlac State University San Vicente, Tarlac

- Award: Certificate in Computer Aided Design (CAD); Certificate in Drafting and Technology; Certificate in Building Utilities and Technology

Others

- **Technical Skills:** Software proficiency, Project Management, CAD software, Research Skills.
- **Other Skills:** AutoCAD, SketchUp, Lumion, Adobe photoshop, Google Suite, PowerPoint, and Excel.
- **Languages:** Tagalog (Native), English (Intermediate)