

Lynnette S. Brunson
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Career Summary

- ◆ Twenty-one years of residential and commercial architecture experience
- ◆ Wide range of experience and knowledge in architectural planning, residential designing, and drafting with a proven track record of executing projects successfully
- ◆ Ability to develop sketches free hand and with the use of CAD
- ◆ Ability to interact effectively with clients and coworkers
- ◆ Well versed in IBC & IRC building code regulations
- ◆ Excellent problem solving and organizational skills

Technical Program Skills: Revit Architecture 2017, AutoCAD Architecture 2017, ArchiCAD 18, Adobe Photoshop CS6, Microsoft Office Suite 2016

Professional Experience:

June 2018-Present

Senior Architect

Citedal Architects

- ◆ Lead the architectural design and multi-disciplinary teams for projects ranging in size and scope
- ◆ Oversee and execute design, drawing production, quality assurance, and coordination of AE building and renovation projects
- ◆ Direct & oversee design staff with technical architectural requirements for projects
- ◆ Provide direction and assistance to design staff
- ◆ Liaise with clients, developers and contractors to review and coordinate design and build
- ◆ Coordinate project timelines and staffing with other project leaders and unit leaders
- ◆ Manage multiple projects and AE team in execution of the work

December 2003 – Present

Residential Building Designer

Principal designer for various types of renovations, additions and new construction housing projects. Responsibilities include:

- ◆ Provide unique architectural space planning designs to accommodate client needs.
- ◆ Ensure drawing sets are adequate for permits and construction.
- ◆ Assist clients with the permitting process and bidding/negotiations with potential contractors and/or builders.
- ◆ Provide construction administration to make sure project is being constructed per approved plans, budget, scheduling, and specifications.

August 2009 – April 2014

Project Manager, Designer

- ◆ Assisted in all phases of the project planning and design from the initial site visit up to construction administration.
- ◆ Provided project management and space planning on residential and light commercial projects.

- ◆ Generated concept, design development and working drawings for permits and construction.
- ◆ Collaborated with clients, developers and contractors to ensure specifications adherence and budgetary constraints.
- ◆ Worked with CAD Manager to establish CAD procedures that would comply with office standards.

Education:

- ◆ Associate of Applied Science Degree in Computer Drafting and Design
ITT Technical Institute, Chantilly Virginia
Graduation: October 2010
Achieved highest honors: GPA 3.8
- ◆ Diploma in Architectural Drafting Technology
Maryland Drafting Institute, Langley Park Maryland
Graduation: June 1997

Affiliations:

- ◆ American Institute of Building Design, professional member since January 2006 and served as Vice President in 2008
- ◆ National Association of Professional Women
- ◆ National Technical Honors Society