

Anna Zak

19681 Villa Rosa Loop
Fort Myers FL 33967
Phone: (267) 2499821
E-mail: ptyska79@aol.com

OBJECTIVE

Full Time

To acquire a challenging position that will utilize my strong analytical and problem solving skills, my academic background and my exceptional creativity while providing me with valuable experience in my field.

EDUCATION

Civil & Construction Engineering Technology (CCET) Temple University
Collage of Engineering (Upper Division Courses Completed – less then 20 remaining)

BS in Architecture (December 2006) Temple University, Tyler School of Art
Architecture Program, Design Studio, Structures, Site Analyses, Environmental Systems.

Associates Degree (December 2003) Community College of Philadelphia, Design Technologies

Majors: Architecture

GPA 3.8 worked on average of 25 hours per week, while maintaining full-time course load.

Associates Degree (August 2003) Community College of Philadelphia, Design Technologies

Majors: Computer Aided Design

CERTIFICATIONS

NICET Level #1 & #2 Engineering Tech/Highway/Bridges /Small Buildings Construction

ACI field concrete testing

Civil Cad 3D 2008

RELATED SKILLS

Microsoft Office including Excel and Word, Cad 2000/6 Graphics, Revit ,
Microsoft Windows 2000/Me & Windows NT, Architectural Desktop and VIZ
Form Z

Award of Computer –Aided Design Award for year 2003

Renderings 2d/3d, Elevations, Floor Plans, Landscape Plans, Building Designs,
Furniture Design, Power, Point Drafting, Bryce

EXPERIENCE

Kelly Brothers INC

Position - Project Engineer/Manager (February 2008-August)

- Review Bid documents and attending Pre-bid meetings.
- Future job site evaluation.
- Quantity take off
- Solicit materials and Sub-contractor prices
- Review contract documents, drawings and specifications
- Monitoring job progress

Coordinate Engineering inspections

AEC Engineering Consultants Incorporated

Position - Project designer (August 2007- February 2008)

- Design steel
- Design wood
- Design concrete

Essential projects;

Blue Bell Motorcars – Blue Bell PA

Walgreens Stores – numerous locations throughout Pennsylvania and New York states.

Erdman & Anthony: Consulting Engineers Construction

Construction Inspector May 2003/September 2006

- Field Inspection + Field testing
- Field Measurements
- Quantity Computations
- Reports & Payments
- Plans & Specifications

Architects Associates

Architectural Drafter/Renderer /Building Surveyor September 2003-present

- Read drawings/blueprints
- Survey and document the buildings, conditions and needed repairs
- Landscape overview
- Cad drafting
- Renderings 2d/3d/Elevations Floor Plans Landscape/ Plans Building/ Designs Furniture/ Design/PowerPoint/Drafting/Bryce5

ACTIVITIES Tudor (TA) for AutoCAD, Architectural Desktop, AutoDesk VIZ4, Cad 2000/2 Graphics (2002/ 2004)

