

Ines Santamaria
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Objective

Seeking a position in the architectural design field, to gain hands-on work experience while making significant contributions at a reputable architectural company to expand my learnings, knowledge, and skills.

Work Experience

Open Works Franchise Owner	December 2017 – Present
IDY Cleaning Services LLC (self-employed)	December 2017 – Present
A&B Industrial Expertise LP	April 2018 – August 2019

Education

Okeechobee High School	2001 – 2005
Indian River Community College	2005 – 2008
Hillsborough Community College	Graduate 2019

Certificates

Okeechobee High School Diploma	June 2005
IRCC Tech Prep Certificate of completion in Architectural Drafting	June 2, 2005
HCC College Credit Certificate in AutoCAD Foundations	May 7, 2014
State of Florida Executive Department Notary Public	May 3, 2015
Associate in Science – Architectural Design and Construction Tech.	May 2019

Skills and Abilities

Computer Skills

- Word Processing 33 WPM
- Microsoft Word, Excel, PowerPoint
- AutoCAD
- Revit

- Autodesk
- Adobe Acrobat
- Open Office

Other Skills

- Strong work ethic and dedication
- Bilingual (English, Spanish)
- Active listener
- Reliable and responsive
- Strong verbal and written communication skills
- Work well under pressure
- Problem solver
- Enthusiastic fast learner
- Ability to multitask

References

Omar Santamaria	osantamaria@abindustrialexpertise.com	(813) 732 - 6536
Anel DelValle	anelantonio.delvalle@openworksworld.com	(727) 510 - 6961
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