

# MARY JEAN TIMS

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<b>EDUCATION</b>	<b>woodbury university school of architecture, burbank ca.</b> <i>Degree: Bachelor of Architecture; professional, NAAB accredited program.</i>	2008
<b>TECHNICAL PROFICIENCY</b>	<b>revit. autocad 2d+3d. 3ds max. vray. rhino. datacad. archicad. microsoft office. adobe: photoshop, illustrator, indesign, dreamweaver, flash.</b> <i>Proficiency in both Windows PC and MAC interfaces.</i>	
<b>APPLIED SKILLS</b>	<b>photography:</b> <i>digital, 35mm, medium format.</i> <b>process medium:</b> <i>watercolor, charcoal, encaustic, graphite, technical pens, ink, acrylic</i> <b>modeling:</b> <i>digital fabrication: laser-cutting, CNC routing, 3D printing. welding, woodworking.</i>	
<b>PROFESSIONAL EXPERIENCE</b>	<b>rbb architects inc., los angeles ca.</b> <i>Job Captain.</i> Collaborates with in-house Design/Development team on multi-phased Health Care Projects within the Southern California region. Provides overall production, project, and consultant coordination as well as, quality assurance of drawings, redline corrections, interaction of clients and public agencies.	10.10 - Present
	<b>lehrer architects la. los angeles, ca.</b> <i>Project Designer / Marketing Coordinator</i> A crucial member of a production team on institutional, civic, and high-end residential projects throughout the Southern California region. Responsible for marketing development through planning, research, project proposals, qualification packages, award submittals, information tracking, and event coordination. Performs a wide range of tasks including web development, branding, graphic design, and office management.	02.10 - 10.10
	<b>project focus [501(c)3], chicago il.</b> <i>Director of Exhibition and Design</i> As Director of Exhibitions I have curated a variety of shows from concept to delivery, generating funding for ground-up, sustainable developments in Southwest Uganda. As Designer, I have created logos, print advertisements, and branded their identity as well as supervise website production, design and application.	12.08 - 01.10
	<b>rbb architects inc., los angeles ca.</b> <i>Junior Designer and Medical Planner</i> Completed Construction Documents for large, multi-phased Health Care Projects, currently under construction administration. Created Master Plan Presentations, which included 3D renderings and Schematic Planning packages, that dealt with SPC and NPC ratings, for buildability. Organized and Researched product data with Manufacturers for design development and product specification.	05.07 - 09.08
	<b>spf:architects, culver city ca.</b> <i>Design Internship</i> Assisted Senior Designers in 3D Computer Modeling and Rendering for a 52,000 sq.ft. condominium project, which was successfully utilized by the client to generate funding for development.	10.06 - 02.07
	<b>sussman/prejza &amp; company, inc., culver city ca.</b> <i>Freelance Architectural Consultant</i> Assisted Senior Environmental Graphic Designers in structural and formal development of civic, cultural, institutional, entertainment and international retail projects.	09.05 - 10.06
	<b>imj design inc., tustin ca.</b> <i>Architectural Drafter and Designer</i> Member of a production team that worked on a variety of Type V projects through all phases of development. Managed projects as they advanced, meeting deadlines and maintaining code compliance. Worked with contractors and engineers in order to efficiently meet client needs.	05.01 - 09.04
<b>ACHIEVEMENTS+ACTIVITIES</b>	<b>woodbury university s.o.a. degree project award recipient</b> <i>Senior Thesis Project awarded First Prize in the category of History and Theory.</i>	2008
	<b>woodbury university s.o.a. grand critique award recipient</b> <i>Chosen by faculty as representative of the graduating class of 2008.</i>	
	<b>american architectural foundation scholarship award recipient</b> <i>In recognition of excellence by AIA San Fernando Valley Chapter.</i>	2007
	<b>member of Ella's Daughters.</b> <i>chicago, il.</i> <i>A multi-cultural network of women activists, scholars and artists advancing social justice.</i>	01.09 - present
	<b>member of the Association for Women in Architecture.</b> <i>los angeles, ca.</i> <i>A 501(c)(6) Professional Education organization for women in architecture.</i>	01.04 - present