

September 15, 2015

Dear Hiring Manager,

I am seeking employment with an architectural firm in the Kansas City area that will further my career as I continue my path to licensure. For the past eight years I have worked for a small architecture firm focusing mainly on custom residential; new homes, additions, and remodels. Additionally, I have recently completed several small commercial projects as my past firm was expanding into that market.

Working in a small firm my job consisted of all aspects of design, development, and project management. I would like to build upon those experiences I have had with a firm in Kansas City.

I would love the opportunity to meet with you to see how I would fit within your firm. Please contact me if you have any questions about my resume or would like additional information. I look forward to speaking with you.

Thank you for your consideration,

Thomas J. Pille
402-659-8494

R E S U M E

THOMAS J. PILLE

Objective

Opportunity for continued professional career development in all phases of architecture design and construction in pursuit of licensure. Transitioning from Omaha, NE to the Kansas City area.

Education

University of Nebraska at Lincoln Master of Architecture, 2003 – 2005
Bachelor of Science in Design, 2000 – 2003

University of Nebraska at Omaha Pre-Architecture, 1997 – 2000

Relevant Experience

Bruce Frasier Architects, Omaha, NE, October 2007 – Present

AIT / Graduate Architect / Project Designer

- Develop design programs based upon client needs and budgets; update cost estimates and manage schedules through design and development of construction documents. Formulate owner/architect AIA contracts.
- Design with a high level of technical accuracy, focused on space utilization, organization, and integration of building systems. Able to meet clients needs and budgets through creative thinking, innovative design, material selections and construction techniques appropriate for the project at hand. Self-motivated, goal-oriented, and organized.
- Develop, manage, and interpret technical construction drawings from conceptual sketches and schematic design through design development and final construction documents; including mechanical, electrical and lighting design, structural sections and framing plans, details, supporting drawings, and specifications. Research and identify products, best construction techniques, code compliance and coordinate engineering disciplines.
- Create bidding documents, coordinate contractor and subcontractor walk-throughs, create addendums, award project to winning contractors, and formulate client/contractor AIA contracts. Facilitate client and contractor pre-construction meetings, biweekly contractor construction meetings, develop construction schedules and expectations in conjunction with contractors. Review shop drawings and product submittals, cost issues, change orders, and architect supplemental instructions. Review contractor invoices and submit for client payments.
- Meet with contractors and subcontractors onsite to address construction questions, identify issues and problematic concerns, talk through possible solutions, discuss details and implement a resolution in field.
- Manage multiple clients, project sizes, scopes and budgets, and project tasks at different phases of design and construction.
- Build relationships with clients, engineers, contractors, subcontractors, and other industry professionals.
- Social Media and Marketing: Houzz, Facebook, Project Award Submittals.
- 90% custom private residential: new homes, additions, remodels, penthouses. Most recently completed: 6,500 SF two-family traditional Minnesota vacation home; 1,300 SF contemporary private garden and entertaining pavilion; transitional 3rd car garage and master suite addition and remodel.
- 10% commercial: 20,000 SF mortuary; 700 SF speakeasy bar; 700 SF frame shop; 650 SF landscape firm design office.

Additional Activities:

- Lauritzen Gardens, Omaha, NE – Kid Structure 2008; design competition for a one of a kind children's play-scape. Upon design selection, coordinated private donations for funding and construction for a summer exposition.
- City of Omaha, NE – Take a Seat 2010; design competition for a park bench in Gene Leahy Mall in downtown Omaha. Upon design selection, coordinated private donations for funding and construction for permanent city use.

Cramer Kreski Designs, Omaha, NE, December 2005 – July 2007

Intern Architect / Project Coordinator / Direct Assistant to Project Architect

- Coordinated construction documents as a lead draftsman on several high-end residential remodels and additions.
- Researched and specified building materials and products. Managed office education seminars.

Summer Internships

Ciaccio Dennell Group, Omaha, NE, May 2001 – August 2001

HDR Engineering, Inc., Omaha, NE, May 2000 – August 2000

Richard D. Nelson Company, Omaha, NE, June 1998 – August 1998

Membership

AIA Associate Member, 2006 – Present

References

Bruce M. Frasier AIA, President at Bruce Frasier Architects

Jackson B. Martis AIA, NCARB, Project Manager at Bruce Frasier Architects

Work Examples

Available upon request

(402) 397-7331

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