



Whitney Ford :: 2817 Hampshire Drive :: Garland, Texas 75040 :: 469.230.4188 :: [Whitney@archgrafix.com](mailto:Whitney@archgrafix.com) :: [archgrafix.com](http://archgrafix.com)

### **Objective**

To obtain full time, part time, or contract employment in the field of architecture.

### **Professional Experience**

Architectural drafting and preparation of plan, elevation, section and detail drawings in the pre-design, schematic, design development, and construction document phases.

Coordinated architectural and consultant documents to ensure quality control.

Prepared presentation materials for project design demonstration to clients and regulatory authorities.

Meeting with clients, contractors, and consultants to discuss project goals and progress.

Researching materials and product options then preparing project specifications.

Conducted code and permit research including contacting regulatory authorities for confirmation of code interpretations.

Developing a project timelines to determine intermediate project deadlines necessary to meet client's expectations for project completion.

### **Professional Work History**

ArchGrafix: Garland, Texas  
April 2009 - Present  
Sole Proprietorship

Rittiluechai Architecture, PC: Dallas, Texas  
September 2009 - Present  
Independent Contractor: Architectural Rendering, Drafting, Building Measurements and Design Services

Acoustical Turbine Systems: Garland, Texas  
June 2010 - Present  
Independent Contractor: Mechanical Drafting, Production Observation, and 3D Rendering

Poole + Drennan Design Studio: Dallas, Texas  
December 2010 - Present  
Independent Contractor: Presentation Design and Drafting

Carrell Poole and Yost Architecture: Dallas, Texas  
June 2007 - March 2009; September 2009  
Associate/Intern: Drafting, Codes Research, Project Management, City and Client Relations, and Rendering

### **Education**

Oklahoma State University  
May 2007  
Bachelors of Architecture in Architecture; Professional Degree

### **Certification**

LEED AP BD+C

**Skills**

Autodesk AutoCAD  
Adobe Photoshop  
Adobe Image Ready

Adobe Illustrator  
InkScape  
Sketchup

3d Studio Max  
Autodesk Viz  
COMcheck

REScheck  
Master Spec  
Flat File Management

**Memberships/Volunteering**

Associate AIA - American Institute of Architecture: 2007 - Present  
Dallas AIA Emerging Professionals Committee: 2010 - Present  
Dallas AIA Young Architects Forum - Graphics Director: 2010 - Present  
TSA Convention Committee - Volunteers Co-Chair: 2011 - Present

**References**

Jeramie Rittiluechai, AIA  
*Rittiluechai Architecture, PC*  
Jeramie@rittiluechai.com  
469 360 6401

Tim Poole, AIA  
*Poole+Drennan Design Studio*  
tpoole@pooledrennan.com  
214 942 5136

John Morrison  
*ATS/MECA Construction*  
jmorrison@atrubine.com  
971 276 0842