

Carlos Ponce  
RESUME 2013

Project Designer - Intern Architect

[www.carlosponce.info](http://www.carlosponce.info)



# Carlos Ponce

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## Project Designer - Intern Architect

Combine a passion for architecture design with exceptional project management skills,  
and a strong determination to succeed on every project.

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### SUMMARY

- More than 7 years experience in both design and project management. Specialized in residential buildings, the projects I was involved in comprised numerous typologies such as high-rise/low-rise multifamily, terraced/detached houses and restorations. In addition, I possess extensive experience working on commercial, office, underground stations, leisure and community projects.
- Detail-oriented, meticulous, multi-tasking professional combines strong planning and organizational skills with a solid software knowledge - Autocad, SketchUp, V-Ray rendering, Photoshop, Illustrator, In Design, Microsoft Office.
- Versatile, creative and highly motivated, frequently selected to tackle challenging issues involving new ideas and approaches.
- Resilient and persevering, continued to strive for a goal even in the face of adversity, succeeded breaking problems into parts and using logic.
- Promoted a cooperative environment for team members and external participants, maintaining high ethical standards both personally and professionally.
- Open to new ideas, able to adjust to change and willing to face challenges such as bio-climatic design, low-energy architecture or sustainable urban planning.

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### PROFESSIONAL EXPERIENCE

#### **ARCHITECT-FREELANCER - ARCHITECTURAL DESIGNER, PROJECT MANAGER AND CONSULTANT 2007 - Present**

Full-time or concurrently working with different companies I have overcome many different challenges in order to secure my career as an architect; taking part in architecture competitions, carrying out collaborative projects, developing projects, coordinating construction sites... as well as steadily training, networking and traveling, with the aim of adding value to society and those around me.

MAIN PROJECTS AND COLLABORATIONS available on my personal website: **[www.carlosponce.info](http://www.carlosponce.info)**

INTERNATIONAL EXPERIENCE IN INDIA: CC-07 DELHI METRO SUBWAY STATIONS - DESIGNER AND SITE ARCHITECT / 10/2011 - 12/2012

In collaboration with a Spanish architecture office, carried out the functions of Site Architect, leading the project's design of two underground metro stations in New Delhi.

- Efficiently managed a team of young architects and draftsmen, and was in steady contact with the client staff - HVAC engineers and architects.
- Faced a difficult work environment, achieved the contract commitments obtaining the *No Objection Certificate* for the project, as well as the Chief Project Manager acknowledgement.

#### **ARPADA GROUP - ARCHITECTURAL DESIGNER AND PROJECT MANAGER 06/2009 - 08/2011**

Medium size company engaged in construction and real estate industries. Although the company's core business was building construction, its approach was focused on renting, trading and managing the company's assets portfolio, comprised of residential, offices, retail and nursing homes. / [www.grupoarpada.net](http://www.grupoarpada.net) /

Recruited to start a new business activity focused on project management and real estate consultancy services for banks and financial institutions. Established and led a work team that became recognized as the whole company's Technical Office.

- Introduced new procedures and technical reports, that became role models for customers, who shared our work as a prototype to other offices. Generated an additional income source for the Group.
- Managed efficiently a growing work team, from 3 to 7 people that included architects, construction and HVAC engineers and intern students.
- Recognized as a resource person for creative work and an expert in graphic design tools, led Group's marketing campaign designs as well as 3D computer graphics. Currently, the company continues to entrust these works to me as a freelancer.
- Chosen and sent out for 10 months, managed the completion of 3 residential buildings, owned by one of the top five banks in Spain. With an overall construction budget of € 1.2 million, the buildings were handed over on time and under budget.
- Posted to Bucharest for 2 months, managed a multi-dwelling residential building's handover to the company, generating construction site's technical due diligences, as well as implemented and supervised an action plan to finish the construction in acceptable conditions.

## METROVACESA - ARCHITECTURAL DESIGNER AND PROJECT MANAGER

08/2005 - 05/2009

Metrovacesa is one of the top property companies in Europe and number one in Spain, with assets valued at nearly € 8,000 million. Its business is mainly focused on developing, managing, trading and renting residential and office buildings, shopping centers and hotels.  
/ [www.metrovacesa.com](http://www.metrovacesa.com) /

Responsible for carrying out the functions of a team manager, participated from the beginning to the end of a construction process, analyzed client needs, implemented feasibility studies, established constructive prescriptions, estimated costs, controlled quality and scheduling, managed development risks and gave support during design and construction phases.

- Assigned to residential building projects, managed an assorted building typologies portfolio comprised of high-rise, multifamily, single-family, detached, subsidized and building restorations for an overall construction budget of € 100 million.
- Created a software application to analyze projects budgeting and construction solutions that served to reduce construction cost deviations to a company's historic minimum average rate of +1,5 %.
- Designed and launched interior design masterplans , achieved successful results and the sales teams' acknowledgement.
- Chosen to lead R&D, developed a research program to analyze the real impact of many stepped actions in order to reduce energy demand for real company's projects, distinguishing between types and climatic zones. This research was highlighted in 2008 Corporate Social Responsibility Report.
- Adept at both state and local building regulations, assisted HR Department by giving different courses to Company's technicians.
- METROVACESA / SCHOLARSHIP - INTERN ARCHITECT 08/2005 - 03/2007: Within six months of being granted a scholarship, I was recruited as intern architect, assisted architect designers and project managers, designed preliminary proposals for the new projects, drafted, developed technical procedures, prepared presentations, developed design solutions and construction details for project prescriptions and estimated construction budgets for real estate feasibility studies.

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## EDUCATION

UPM UNIVERSITY OF MADRID, SPAIN

- Master's degree in Architecture, 03 / 2007.
- MBA in Construction and Real Estate, 09-2007 / 09-2008.

### ADDITIONAL EDUCATION

- Sustainable Urban Design Diploma. Autonoma University of Madrid. 04 / 2007.
- Traditional Building Restoration Program. C.I.A.T. (Traditional Architecture Investigation Centre). 08 / 2003.
- Geology and Geotechnics Program, Spanish Applied Engineering and Geology Foundation. 10 / 2006.

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## AWARDS AND MENTIONS

- Emilio Larrodera Students Award* for urban planning projects, 2003 / Madrid Assoc. of Architects Foundation / **Overall result: 2nd**
- Toro Bullring Arena in Palencia. Spain / *Architecture Ideas Competition* / **Honourable mention**
- Cuenca Marketplace in Cuenca. Spain / *Architecture Ideas Competition* / **Honourable mention**

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## VOLUNTEER WORK

- INMIGRANT SERVICES SOCIETY OF BRITISH COLUMBIA (ISSofBC). Marketing and graphic design assistant. 03 /2013 - Present.
- UPM. UNIVERSITY OF MADRID. Provided information about Architecture degrees to high school students in the University of Madrid Open Days fair. 2000 - 2003.

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## SKILLS

### SOFTWARE

- Autocad 2012 2D + 3D.
- SketchUp 8.1 + V-Ray Motor Render.
- Adobe Creative Suite: Photoshop, Illustrator, In-Design.
- Microsoft Office: Word, Excel, Powerpoint.

### LANGUAGES

- Spanish: first language.
- English: second language, excellent/advanced.

### OTHER

- Willing to relocate.

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## PROFESSIONAL AFFILIATIONS

- Member of Madrid Association of Architects - Colegio Oficial de Arquitectos de Madrid. Registration Number:18.463

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References available upon request