

MA. CLARISA TAPIA

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archtclarisa.com

An exceptional design professional with over 16 years of extensive experience in handling projects from initial client brief through to completion.

A creative and inspired designer who is excellent in communication skills thus establishes good rapport with internal and external stakeholders.

Being involved proactively in a vast project typology & varying contract procurement which afforded the skilful career experience. To name a few prominent ones: Prince Charles Crescent Condominium (Singapore), Royal Hostel (Singapore), The Palm Fronds Villas (Dubai), World trade centre (Qatar).

CORE COMPETENCIES

Comprehensive Design	Freehand Sketching	Organizational skills	Authority Submission
Creative Ideas	Project Coordination	Liase w/ client, internal & external stakeholders	Adaptability
Strategic Space Planning	Autocad.Archicad Sketchup Software competency	Project Documentation	Competent & Confident Communicator

CAREER ACHIEVEMENTS

Balanced new & traditional design methodology to Client requirements for an out-of-the-box design idea, while keeping in mind, cultural identity & environmental sensitivity for long term.

Increased project quota of the company by introducing efficient design strategies in management & process to speed up project completion.

Generated well-coordinated project scope, drawings, specifications & deliverables to internal & external stakeholders to ensure information is clear, accurate & achievable for optimised & timely completion.

PROFESSIONAL EXPERIENCE

Freelance Designer	<i>Project-managed Sala blanca office interior fitout proj (43.30 sqm) that had a remarkable turnover period of within only sixty-five (65) working days which saved 70% in time & cost &</i>
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	<i>boosted credibility to client. Produced landed house concept & full set of authority submission drawings.</i>
Architect Executive	<i>Part of a dynamic team of 4 designers having completed detail design / coordination for High-Rise project (Prince Charles Crescent Condominium, Singapore). Cross-trade / discipline coordination to ensure quality & timely submission of project package. Earned the trust of supervising officer to translate concept designs to detail drawings ready to be executed for site thus resulting to savings for the company & be next in line for person to upgrade skill training.</i>
Project Architect	<i>Point person on completion of 65 Kampong Bahru Rd, a 2-storey mixed-use proj(under conservation district) from design devt until completion. project coordination, tender, construction, progress forecast/review and authority submissions. Aside from which, produced & translated conceptual ideas & 3D on 45 Chartwell drive, a 2-story semi-detached proj (392.04 sqm) that have raised the marketability of the company.</i>
Senior Designer	<i>Lead architectural and interior coordination of landed residential projects in Singapore. Identifying project scope via site inspection, collaborated design with our team for final detail & construction; Involved in periodic site coordination & inspection.</i>
Architectural Designer	<i>Applied strategic design management & planning in handling varying project typology – Master development, park connectors, residential, institutional & commercial projects. And gained recognition & won design contract as a team raising morale of the team and attracting more clients.</i>

EMPLOYMENT HISTORY

Architect Executive : (Jan 2020 - Present) (Oct 2014 – Apr 2016)	P&T Consultants Pte Ltd, Singapore
Freelance Designer : (Apr 2016 – Jan 2020)	per project-basis (Sala Blanca – Interior Office proj & Magallanes Two-story Residence)
Project Architect : (Apr 2012 – Jul 2013)	SPACE + Dimension Architecture, Singapore
Senior Designer : (Jun 2010 – Sep 2010)	Serene Craft Company, Singapore
Architectural Designer : (Jan 2009 – May 2010)	SQFT Architects, Singapore

EDUCATION AND CREDENTIALS

Bachelor Science in Architecture – Mapua Institute of Technology , Philippines 1999