

NASREEN R. MOLLA, R.A., LEED AP

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OBJECTIVE: To apply my multi- talented aptitudes to enhance the success of a prospective employer. Committed to provide excellent services in architectural organization within time frame and budget limit.

PROFILE: Talented, resourceful architect who is skilled in translating the design concepts into practical solution. Strong background in sustainable architecture; building codes; construction documents and related coordination between disciplines; Site, building and interior designs. Sixteen plus years of experience earned by providing services in design development to construction documents.

REGISTRATION & CERTIFICATION:

LEED AP. Administered by Green Building Certification institute.

Registered Architect - Arizona 1998- License # 32254. New York 1994 - License # 024563.

EDUCATION:

Bachelor Degree in Architecture: University of Engineering & Technology, Dhaka, Bangladesh. December, 1984.

Diploma in Accounting: Heald Business College, San Jose, California. July 1988.

MEMBERSHIP:

AIA (# 30162295), USGBC, NCARB (record # 75362).

KEY QUALIFICATIONS:

- AutoCAD Architecture; AutoCAD; Revit; Adobe Photoshop; Microsoft Power point; Word.
- Design development & Construction Documents.
- Building, Zoning code analysis and compliance.
- Accessibility and fair housing accessibility code compliance.
- Energy code compliance.
- Building Permits.
- Building Information Modeling, 3D Rendering and presentation drawings.
- LEED Certification.

EXPERIENCE SUMMARY:

- **TODD & ASSOCIATES, Inc.** Phoenix, Arizona (01/2011 to 07/2011).

Worked as a Consultant for various projects including multifamily housing, student housing, parking garage in medium to large size. Responsibilities: preparation of construction documents that include AutoCAD drafting, detailing and coordination for city's approval.

- **NRM ARCHITECTURAL IMPRESSION, LLC, Gilbert, Arizona (06/2009 to present).**

Self employed working as contract or voluntary basis. Practicing in conceptual designs, space planning, building code studies, sustainable studies, 3D CAD modeling. Producing marketing materials, request for qualification. Participating in design contest. Maintaining the continuing education. Refer to personal web www.archimpression.com.

- **TODD & ASSOCIATES, Inc. Phoenix, Arizona (01/2004 to 11/2008).**

Worked as a JOB CAPTAIN in large size multifamily housing projects. Average project construction cost: 15 million dollars. Average project size of buildings: 300,000 sq. ft.

Responsibilities: preparation of drawing set that includes drafting, detailing and coordination; building, zoning, accessibility code compliance; city comments review and responses; in house construction administrations.

- **ARCHICON LC, Phoenix, Arizona (11/2000 to 12/2003).**

Worked as a JOB CAPTAIN in small to medium size commercial, tenant improvements and retail building projects. Responsibilities: preparation of drawing set for city's review.

- **BPLW ARCHITECTS & ENGINEERS, Inc., Mesa, Arizona (08/1998 to 11/2000).**

Worked as a PROJECT ARCHITECT in design development, space planning and construction documents for renovations and new construction of School Buildings.

- **EMC2 GROUP ARCHITECTS, Inc., Mesa, Arizona (4/1996 to 8/1998)**

Worked as a STAFF ARCHITECT on construction documents for new School Buildings and office buildings.

- **Child care provider, Endicott, New York. (06/1994 to 12/1995).**

- **Preparation for Architectural Registration Exam. (4/1991 to 6/1994).**

- **TROZZE & COMPANY, Binghamton, New York. (9/1990 to 3/1991).**

Worked as a Project Designer for various renovation and tenant improvements.

- **BEARSCH-COMPEAU ASSOCIATES, P.C., Binghamton, New York. (1/1989 to 8/1990).**

Worked as a Project Designer for Schools.

- **Student at Heald Business College, San Jose, California, (1/1987 to 6/1988).**

- **DESIGN DEVELOPMENT CONSULTANTS, Dhaka, Bangladesh (10/1984 to 10/1986).**

Worked as a DESIGN ASSISTANT for single family housing, educational and industrial projects.

COMPLETED and PRESENT ACTIVITIES:

01/2011 to 07/2011 (Todd and Associates, Inc)

Encanto Pointe - multifamily housing, Phoenix, AZ.; Valley club Desert Ridge, Phoenix, AZ; Parc at Central and Bell road, Phoenix, AZ., San Francisco Parking Garage, Northern Arizona University, Flagstaff, AZ. The Lodge at Denver West, Lakewood, Colorado.

BETWEEN 2009 TO Present (NRM Architectural Impression LLC)

Design of club house and fitness center; Design of infill apartment building of ICEV, Chandler, AZ; Parking lot layout of ICEV; Roof parapet addition of ICEV; Design and construction documents of Pioneer village, Phoenix, AZ (includes- Machinery Museum and Phoenix Bakery).

BETWEEN 2004 TO 2008 (Todd and Associates, Inc)

Norton's Crossing Apartments - Chandler, AZ; Highland Groves Apartments - Gilbert, AZ; Bell Mirage Apartments - Surprise, AZ; Apartment at Central & Bell - Phoenix, AZ; Indigo Condominiums - Phoenix, AZ; X-Wine loft Condominiums - Scottsdale, AZ; Residences of Chandler Pavilion - Chandler, AZ; Crescent Fall Town Homes - Chandler, AZ; Verrado Town Homes - Phoenix, AZ; Chateau on Central - Phoenix, AZ.

BETWEEN 2000 TO 2003 (Archicon LC)

Arrowhead Ranch Medical Office Building - Peoria, AZ; Medical office buildings of Rancho Santa Fe - Avondale, AZ; Green Valley Shopping Center - California; Renovation of McCulloch Shopping Center, Lake Havasu City, AZ; Desert Sky shopping Center - Phoenix, AZ; Arby's Restaurant- Gilbert, AZ; Check Cashers - Mesa, AZ.

BETWEEN 1996 TO 2000 (Emc2 group architects and BPLW architects)

Cienega High School - Tucson, AZ; Cartwright Middle and Elementary School - Phoenix, AZ; G-TECH Software Hub - Phoenix, AZ; Mesa Utilities Building, Mesa, AZ; Hamilton High School - Chandler, AZ; Show Low High School-Show Low, AZ; Valley Union School - Elfrida, AZ. THE END.