

To whom it may concern,

Could your office make use of an Architectural Assistant with strong knowledge in sustainable design and management?

I´m looking for a challenge in an international environment and the chance to work on innovative projects within the design team of an architectural practise.

I would like to draw your attention to the skills and achievements that are most important to a relevant position.

I worked at the Faculty for Technology and Ecology at the Department of Architecture in Cologne during 3 years of my studies where I gained solid knowledge in sustainable design. I graduated in February this year with an emphasis in the organisation of building. The topic of my diploma-thesis was a real estate project development for the olympic village of leipzig 2012 with an ecologic and post-olympic focus. I gained site experience and worked 3 years as a technical draughtsman for interior design. During my freelance work as technical moderator for INTEL I had the chance to strenghten my communication skills.

You will see from my enclosed C.V. that my principal strenghts are:

- fully computer literate ; Auto CAD, 3dmax, ADT, DTP, web design, office programs
- bilingual; German/English, basic Spanish and French
- solid knowledge of sustainable design
- international working experience
- flexible, adaptable

Essential aspects considering my personality are a broad spectrum of interests, a strongly developed social competence and good communication skills. You would gain an extremely capable and self motivated member of your team with strong interpersonal skills and a good sense of humor.

I attached my CV, recommendations, a brief portfolio and copies of my degree-certificat in pdf-file format to this mail.

I am confident that my knowledge and abilities would be of great value to your team and look forward to hearing from you. Thank you for your consideration.

Yours sincerely

Marc Gabriel



Enc.

curriculum vitae

marc gabriel
diplom-ingenieur architektur (fh)



curriculum vitae

marc gabriel

dipl.-ing. architecture

personal details

date of birth: 11.04.1975

nationality: german

career objective

to obtain a position utilizing my extensive design and management skills

keyskills and qualities

autocad, 3dmax, adt, dtp, modelmaking

confident engineer and designer with strong knowledge in sustainable design, excellent understanding of complex technological concepts, strong management and project development skills

very good verbal and written communication skills (german and english), very persuasive in client presentations, good administrative ability, reliable team worker, self motivated, culturally and socially sensitive, able and willing to take on responsibility

architectural experience

2000-2003

tutor at the Institute for Technology and Ecology - **univ. of appl. science cologne**
responsible for the control of students coursework related to the topics daylight technology, sustainable building design and building services. the preparation of excursions, coursework material and exhibitions was also part of my field of action.

07-09.2001

internship / architect on site - **von lom and partner bda, köln (architects)**
project: redesign of the german ministry of foreign affairs in bonn - € 10.000.000
project monitoring and of writing the daily construction record. responsible for the full audit trail regarding plasterworks and the disposal of contaminated insulating material. quantity survey, construction documentation and site inspections esp. monitoring the compliance with operational safety standards of the on site companies.

1994-1997

technical draughtsman - **büscho design, osnabrück**
draughtsman and account executive for shop design and sale
my responsibilities included:
sale, client counseling, market analyses, quantity survey, shop design and construction, quotation costing, manufacturing and assembling.

other work experience

2000-today

freelance experience
international working experience in the event industrie (europe/ africa) for clients such as beiersdorf, and intel (moderation, promotion, vocalist, stage performance)

1998-1999

civil service - **osnabrücker werkstätten (sheltered workshop)**
responsible for planning, organising and securing the production process.
care and guidance for strongly physically and mentally challenged people.

1996-2002

part-time and seasonal employments
licensed fitness and aerobics instructor, sales executive,
- parttime (1996-1998), enjoy fitness, osnabrück, ger
windsurf instructor and canyoning guide, sales executive,
- seasonal (1997-1999), gekko funsport, sant pere pescador, spain
waiter, parttime (1996-1998), café "spitz", osnabrück, ger
waiter, parttime (1999-2001), restaurant/café, 4cani, cologne, ger

education

- 1999-2004 university of applied science cologne, faculty of architecture
(exam entitles to acadenic dipl.-ing.)
- topic of diploma-thesis : olympic village leipzig 2012 - real estate project development
content: analyses of olympic villages and the post olympic consequences for the host cities,
macro/micro location and real estate market analyses for leipzig, town planning concept ,
concept study for one residential development with a focus on the olympic and post olympic
use. 56 dwellings, suitable for disabled people, sustainable design.
cost evaluation, profitability calculation, developer calculation and project yield determination
- 1997-1998 fachgymnasium technik "fachrichtung hochbau" osnabrück, "fachabitur"
british equivalent: technical highschool for civil engineering (a-levels , mark b)
- 1997 exam as certified technical draughtsman, chamber of industry and commerce
- 1994-1997 berufsbildenden schulen des landkreises osnabrück, melle
no british equivalent: job related theoretical training with an additional education in language,
mathematics, wood technology and cad
- 1992-1994 gymnasium "in der wüste" osnabrück (equivalent general highschool)

awards

- 2004 architectural award of the university of applied science cologne
- 2003 winner urban planning contest "urban places" sandheide

engagements

- 2002-2003 member of the faculty gremium, university of applied science cologne,
department of architecture

languages

german (native speaker), english (native level), french (basic), spanish (basic)

additional Skills

win 2000 / xp , internet, e-mail , word, excel, power point, ms projekt
freehand, flash, photoshop, premiere, indesign, illustrator, acrobat
full driving licence

interests

outdoor sports, music, science, travelling

referenzen

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enclosed

portfolio-preview
diplom-certificate translation
recommendations
ielts-exam