

M A R K H I L L

E	SENIOR PROJECT ARCHITECT	HEDK Architects (fka BGO Architects) in Addison, TX from January 2013 to present. Managed project team on multi-family and mixed-use projects ranging from \$30 million to \$80 million. Oversaw projects from schematic design through the entire construction administration process. Projects ranged from market rate, to 4% and 9% tax credit, to HUD projects.
C	SENIOR PROJECT MANAGER	SHW Group (now Stantek) in Plano, TX from October 2006 to April 2012. Successfully delivered over \$300 million worth of projects on schedule and within budget confirming highly effective communication, interpersonal, and project management skills. Managed all aspects of educational facility planning, design and construction. Responsibilities included programming, master planning, project scheduling, quality control, construction administration, on-site observation, contract negotiations, and facility assessment. Planned and implemented LEED strategies for several sustainable projects and a Net Zero building.
N	PROJECT MANAGER, ASSOCIATE	HH Architects in Dallas, TX from February 2001 to September 2006. Managed team members from the schematic design phase through construction documents on various worship centers and education buildings. Met with building committees to generate programmatic requirements. Developed overall master plan concepts for projects in anticipation of future growth. Responsible for all code analysis and jurisdictional approval. Worked in conjunction with G.C. to deliver several projects utilizing the design-build method.
E	DIRECTOR OF PRODUCTION	PBK Architects in Irving, TX from February 1999 to December 2000. Managed staff architects to ensure quality, efficiency, and timeliness in the production of construction documents. Developed CAD standards, a retrievable detail library, and prototypical sheets to streamline the CD process. Managed several multi-million dollar school projects.
I	PROJECT MANAGER, ASSOCIATE	Humphreys and Partners Architects in Dallas, TX from October 1997 to February 1999. Managed multi-family and commercial projects for this nationally recognized firm ranging from \$15 to \$30 million. Performed quality control on all production work within the studio. Worked with Design team to ensure code compliance and constructability. Instrumental in developing office CAD standards and procedures manual.
R	PROJECT MANAGER	O'Brien and Associates in Dallas, TX from July to October 1997. Managed the production of construction documents for a community center and tasks associated with the rehabilitation of the apartment complex.
R	JOB CAPTAIN	The Vincent Association in Dallas, TX from September 1996 to June 1997. Assisted with site adaptation of various restaurant prototypes. Executed tenant fit-ups for several national retail building programs. Coordinated projects with owners and consultants. Performed quality control reviews of construction documents.
E	PROJECT MANAGER	Design and Development, Inc. in Silver Spring, MD from October 1992 to September 1996. Managed all aspects of design and construction document production for more than 200 projects. Performed related contract administration for all projects during the construction phase. Scope of projects ranged from interior renovations to the development and construction of new prototype buildings. Responsible for the preparation of proposals, negotiations of contracts, manpower projections, project budgeting, hiring, and invoicing.
P	PRINCIPAL	Mark Hill Design Consultant in Alexandria, VA from September 1990 to September 1991. A residential focus on the conversion of dilapidated, early 1900 row houses to contemporary expressions of form, function, and space. Works included multi-unit apartment buildings, residential additions, and various tenant fit-ups. Obtained municipality approval for all construction documents.
X	PROJECT MANAGER	I. Thomas Walsman and Associates in Potomac, MD from January 1987 to September 1990. Directed all phases associated with projects ranging from hotels, nationally franchised convenience stores, strip shopping centers, office condominiums, service stations, to warehouses, a parking garage, self-storage complex and a corporate headquarters.
E	INTERN	Work experience prior to 1987 available upon request
	EDUCATION	Virginia Tech , Bachelor of Architecture, Five Year Professional Degree
	LICENSES	State of Texas, Commonwealth of Virginia
	CERTIFICATION	LEED AP, Building Design + Construction
	SOFTWARE	DataCAD, AutoCAD, Revit, InDesign, Microsoft Office

