

## Jordan Crowder

2323 Bankside Drive, Mississauga, ON L5M 6E1 – 647 567 2773 – [crowderj@sheridancollege.ca](mailto:crowderj@sheridancollege.ca)

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### TECHNICAL SKILLS:

- Highly proficient with AutoCAD 2013-2016 (both 2D and 3D) and Revit 2015-2016
- Extensive knowledge of the Ontario Building Code 2012
- Fundamentals of Sketch up and 3D Studio Max
- Adept at Microsoft Office
- Experience with Adobe Lightroom, Illustrator, and Photoshop
- Up to date and extensive knowledge on computers, and many other electronics

### TANGIBLE SKILLS:

- Excellent creative and conceptual skills, used both in and out of school.
- Logical, critical, and analytical thinker.
- Good listening and communication skills.
- Both inter and intra personal, with an exceptional work ethic.
- Self-motivated with good organizational and planning skills.
- Capable of working on multiple projects at once with competing priorities.
- Confident in working with minimal supervision.

### EDUCATION:

Advanced Diploma – Architectural Technology Co-op Program Sept 2013 -present  
Sheridan College, Brampton, ON

OSSD – Graduated with Honours and Ontario Scholar June 2013  
Streetsville Secondary School, Mississauga, ON

### WORK EXPERIENCE:

St. Michael's Hospital (Sept 2015 - Jan 2016)

30 Bond St, Toronto, ON, M5B 1W8

Planning and Redevelopment – Architectural Coordinator (Co-op)

- Managing various construction projects, including design, cost estimate, materials and service procurement, contract administration and site coordination
- Acting as a liaison between internal clients (doctors, nurses, etc.) and external contractors
- Assisting with moves and the establishment of new spaces by creating floor plans with furniture layout options
- Maintaining an inventory of existing furniture for re-application, and assisting staff with ordering new furniture
- Updating of records and drawings related to renovations

St. Michael's Hospital

(Dec 2014 - April 2015)

30 Bond St, Toronto, ON, M5B 1W8

Planning and Redevelopment – Architectural Coordinator (Co-op)

- Managing various construction projects, including design, cost estimate, materials and service procurement, contract administration and site coordination
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Sheridan College (Trafalgar Campus)

(May - Aug 2014)

Oakville, ON – L6H 2L1

Facilities Services – Project Coordinator (Co-op)

- Drafting; Both 2D and 3D for multiple projects
- Site Review; Recording and documentation work, field investigations
- Researching; Updating of records and drawings and floor plans related to renovations/space requests, file management and general office duties

Eaton Industries (Canada) Company

(Seasonal)

Etobicoke, ON – M9W 5X9

Literature Fulfillment

- Assembly and fulfillment of product literature.
- Filing of purchase orders

### **VOLUNTEER WORK:**

Vista Heights Public School

Sept, 2009 – March, 2011

Mississauga, ON

Supervisor (Teacher), Ms. Benjamin.

- Volunteer and Community Work – Jr./Sr. Kindergarten classroom.
- Duties included filing paperwork, photocopying, preparing next day's classroom work and organizing classroom.

### **HOBBIES/INTERESTS:**

- Interests in architecture, environmental design, photography, graphic and visual art, philosophy, psychology, nutrition, health, and wellness.
- Staying up to date with technology, politics, and performing extensive research on current and next-generation electronics.
- Enjoys ice skating, swimming, longboarding, playing badminton, staying fit, and following sports such as hockey and baseball.
- Member of the Sheridan Student Architecture Club, and winner of the architecture sweatshirt design competition (2014).

References Available Upon Request