

# JAZMIN SANTOS

Architecture. Design. Visualizations.

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## ONLINE

**Online Portfolio:**  
j-santos.net

**LinkedIn:**  
linkedin.com/in/jazmin-santos/

**Behance:**  
behance.net/jdrinac

**DeviantArt:**  
deviantart.com/jdrinac

## STRONG SUITS

Organizational Planning Skills  
Advanced Investigative Abilities  
Efficient Workflow Solutions  
Agile Design Collaborator  
Project Tracking + Communication  
Highly Motivated in Detail-Oriented  
Environments  
Relationship Mitigation + Retention

## PROFICIENCY

Revit  
Rhino 3D  
AutoCad  
Lumion  
TwinMotion  
D5 Render  
Eyecad VR  
Photoshop  
Illustrator  
Premiere  
Microsoft Teams  
Tableau  
Powerpoint

### OBJECTIVE

Currently, focused on gaining AXP hours to acquire my Architect's License. I hold 4+ years of experience in the field with a focus on spatial programming, site development, and modeling. In the next five years I hope to become a project manager and be licensed.

## EDUCATION

**Master of Architecture** 2021-2023

The University of Texas at Arlington, 3.5 GPA

**Bachelor of Science in Architecture** 2017-2021

The University of Texas at Arlington, 4.0 GPA

## EXPERIENCE

**Exurb Studio | Southlake** 2019-Present

### Architectural Visualizations

- Effectively produce high-quality renders using customized texture mapping and site design.
- Ensure the retainment of key clients by gaining the project's city approval.
- Generate deliverables to include pdfs, video fly-arounds, and VR/AR scenes.

**Guzman Contractor | Fort Worth** 2023-Present

### Project Manager + Designer

- Visiting sites and adapting design proposal based on codes and ordinances.
- Investigating and resolving project's obstacles to assure progress continues and deadlines are met.
- Preparing reports, contracts, and itemized lists for contractor approval.
- Generate deliverables including pdfs, reports, 3D Models, renders, and base-level shop drawings.

**Frontera Insurance Agency | Fort Worth** 2012-Present

### Owner / Manager / Agent

- Successfully built and expanded business from inception to a client base exceeding 200.
- Conducted meetings with company representatives to finalize contracts and guarantee business growth.
- Prioritizing client reviews and comments to resolve concerns and secure client base.
- Communicating with company representatives to exchange annual reports to gain insight on productivity levels and create a plan to rectify inefficiencies.
- Training agents to engage with clients, prepare documents for submittals, interact with company software, and maintain an efficient workspace.

**JHP Architects | Dallas** 2022-2023

### Intern

- Collaborating with a design team to deliver schematic design packages for mixed-use multifamily housing.
- Maximizing and calculating the unit-to-parking ratio based on client requests.
- Researching codes for the schematic design proposal of a new project.
- Developing visualizations to include in the design packages, such as: renderings, colored site plans, and colored elevations.
- Preparing templates to enable a consistent product output throughout the design team.

**University of Texas Arlington, CAPPA | Arlington** 2022-2023

### Teacher's Research Assistant

- Gathering and translating data into comprehensive visuals for the purpose of workshops to educate the participants.
- Individually planning interactive presentations for the purpose of tracking participant results.
- Collaboratively researching energy efficiency and formatting data into an article for publishing.

**MJW Architects | Hurst** 2019-2022

### Project Manager

- Maintaining records and organization of project development documentation to keep proficiency.
- Forseeing client requests and preparing preliminary design sets to present during meetings and support advancement of project.
- Analyzing and prioritizing client requests to enhance productivity levels in collaborative projects.