

KIRBY S. NORBERTO

CAD DESIGNER | 3D MODELING

*Positioned to deliver excellence in visual representations of structures,
innovative operational efficiency, and cost reductions.*



561-800-6818



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921 Kokomo Key Lane
Delray Beach, FL 33483

EXECUTIVE SUMMARY

- Innovative, creative, and self-motivated CAD designer with more than 5 years experience in designing floor plans, screen enclosures, three-dimensional building designs, details, rendering and isometric layouts.
- Adept at adjusting work pace to meet evolving client needs and changing deadline.
- Altered existing drawings to meet changing demands of clients and visited construction sites to gather field information pertinent to the project.
- Versatile in all aspect of architecture, screen enclosure design, schematics, and manufacturing details.
- Project manager with a proven track record in managing business operations on a large scale.
- Fielding 80% of email and telephone communications and resolving questions/problems or forwarding to appropriate parties for implementation or resolution.
- Adept at analyzing the competitive landscape, conducting research and attaining continual profits.
- Visionary leader and highly capable change-agent that consistently refines and revitalizes strategies and procedures, introduces innovation, designs change, and facilitates solutions-driven team collaboration.
- Enthusiastic problem-solver with keen ability to rapidly assess diverse situational challenges, develop action plans, and lead team to meet or exceed targeted goals.
- Highlighted leadership qualities and the ability to work with and manage people from varying backgrounds, while implementing team values.

CORE COMPETENCIES

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|----------------------------------|-----------------------|-----------------------------------|
| • Technical skills | • Drawing abilities | • Project Coordination |
| • Computer competences | • Creativity | • Problem-solving orientation |
| • Time management | • Teamwork | • An eye for details and accuracy |
| • Good communications | • Contract Management | • Operations Management |
| • Client Relationship Management | • Strategic Planning | • Problem & Analytical solver |
| • Innovation | • Drafting procedures | • Presentations |

PROFESSIONAL EXPERIENCE**AutoCAD Designer**

Sept. 2015 – Present

Coastal Screen & Rail

- Render screen enclosures in layout and isometric 3D using AutoCAD.
- Cost estimate jobs and prepare estimates based off my design.
- Produce detailed blueprints for field team to use on job site.
- Work with company engineer to verify design meets compliance regulations.
- Knowledge of local zoning and city requirements for construction.
- Create detailed cut sheets and form layouts in AutoCAD for balcony railings and yard fencing.
- Illustrate connection details between members.

AutoCAD Draftsman

August 2013 - present

Florida Design Architects

- Create floor plans and elevation drawings based on client needs.
- Sketch conceptual drawings for a potential client for sales purposes.
- Develop 3D SolidWorks model as per project requirements.
- Ensured that base plans are in accordance with code compliance.
- Answer phones and consult with clients.
- Consulting with clients to determine functional and spatial requirements of new structures, renovation and preparing information regarding the design.
- Build models to show clients.
- Create and edit Excel and Word documents.

Mercedes-Benz of Delray

March 2015 - October 2015

- Answer phones and handle customer issues.
- Count and verify daily deposit using Excel spreadsheets.
- Ensuring car sale documents are correctly completed to SSC standards.

- Use ADP to review and bill car sales.

EDUCATION HISTORY

Broward College

Currently pursuing my Bachelor's degree in Mechanical Engineering

Inlet Grove High School

Graduated May 24th, 2013

Pre- Architecture Academy

Riviera Beach, FL 33404

May 2011

TECHNICAL SKILLS/ CERTIFICATIONS

AutoCAD 2011 Certified - Certification Number: 00302692

REFERENCE

Available upon request