

Lílian Alves-Lowe

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Personal Profile: A responsible, reliable, innovative and easy going professional. Looking for a challenging role to expand professional experience and knowledge about design and build industry in United Kingdom.

Qualifications

- Experienced professional in over 25 years in residential, interiors, retail and industrial design fields; project management; contract administration and facilities management.
- Solid experience in managing medium and long-term of home industrial and mixed-use developments.
- Managing the works of the integrated architecture and engineering design teams for the construction field.
- Experienced in business consulting and operations.

Academic Education

- Since August 1987 until December 1992: Architect and Urbanist - Architecture and Urbanism by the Universidade Federal of Minas Gerais.
- Since 1984 until July 1987: Geology by the Universidade Federal de Minas Gerais (graduation interrupted).

With Professional Experience

Position: Project Manager

Company: Perkins + Will Architecture (January 2017 - April 2017)

- Contract work for the Tishman Speyer's Hipica mixed use development - legal design project in Sao Paulo, Brazil with a contract value of £200,000.00;
- Building project area contents 3 residential apartment towers; town houses; retail mall; shopping center; boulevard; parking floors: 527,000 sqm.
- Work included managing the design team of Sao Paulo office; relationship and interface with the London office design team to guarantee the quality of the both design products developing; relationship management with multinational stakeholders.
- Managing mark-ups; deadlines; direct negotiations with client company.
- Liaison with multidisciplinary engineering design consultants defining the technical premises; the goals aligned with the architectural concept.

Position: Architect | Design Director

Company: Britannia Arquitetura e Gerenciamento (April 1992 - January 2017)

- Directing my own company, the duties included delivering construction drawings, detailing and site inspections of many residential; commercial; industrial fields.
- Developing technical site survey works and construction drawings for telecommunication industry developments within tight deadlines.
- Concept design; construction design for small-scale and medium-scale home developments.
- Concept design; construction design for several medium-scale and large scale family houses.
- Interior design; construction drawings and fit-out works for retail stores and business offices.
- Controlling deadlines; cost schedules; managing contracting documents; consultants and supplier liaisons.

Position: Project Manager

Company: Knijnik Engenharia Integrada (Sept 2013 - April 2015)

- Project management for integrated architecture and engineering design contracts.
- The duties included analysis the public bidding tenders for execution of technical-commercial proposals.
- Managing of multidisciplinary projects for the implementation of building works.
- Liaison with suppliers and design teams; managing the technical information; ensuring quality to the project development that conform to deadlines and financial schedule of contracts.
- Relationship management with stakeholders including technical meetings; discussing the terms of the contracts; identifying risks and opportunities.
- Controlling the deadlines and cost management; preparing the work plans and budget presentations; operating and managing all the project documentation.

Position: Senior Architect Coordinator

Company: Eurasian Natural Group (March 2011 - April 2013)

- Project coordination for an iron ore industry developing the architecture and engineering integrated design for the deployment of processing and filtering plants also the onshore-offshore maritime ports design.
- Duties included communication management with technical teams; with the Eurasian Group executives; managing valuation; contract analysis; administration costs of project through the integrated design solutions focusing in reducing the capex.
- Preparing the documentation reports (status report) and presentation. Hiring the staff; managing design works for the implementation of airport sites; private heliport, from the conceptual design phase at the site book process by the official aviation agency approval.
- Given full autonomy in coordinating the project for the totally refurbishment of the Hospital de Ilhéus, Bahia state, Brazil; where efficiently coordinating the projects of all the disciplines involved, as well as the reform work carried out by third parties.
- Managing the planning and the preliminary design; urban studies for the employed residential village design.
- Controlling deadlines; cost schedules; managing contracting documents; consultants and supplier liaisons.

Position: Contracts Coordinator

Companies: Anglo American + Conestoga Rovers & Associates (March 2010 - February 2011)

- Duties includes the coordination for the area of contracts-surveyor engineering; implementation of architecture building design; infrastructure design works for the handling plant building in Minas Gerais state; filtering plant building in Porto do Açú - Rio de Janeiro state with a contract value of £64,807,400,00.
- Managing and analysing the claim amendments; contractual amendments.
- Hiring the staff; managing the architecture - engineering design jobs; construction works to the pilot plant iron ore handling plant.
- Interfacing with auditors; builders; suppliers.

Position: Operations Manager

Company: Cushman & Wakefield (April 2002 - September 2004)

- Managing a contract for a huge bank the duties included managing design and fit-out works at Itaú Bank in São Paulo, Brazil.
- Managing contracts to building infrastructure maintenance (UPS; elevators; controlled access; air conditioning; energy; landscaping; civil works building).
- Implementing procedures; action plans for the optimization of building maintenance contracts.
- Budget controlling - SAP R3.
- Drew up work plans (schedule; activities; risks; mitigation plans) and project documentation.

Position: Operations Architect

Company: Dalkia Infra4 + Accor Group (January 2001 - at April 2002)

- Coordinating a contract for a huge bank the duties included managing design; fit-out works at Itaú Bank in São Paulo, Brazil.
- Coordinating contracts to building infrastructure maintenance (UPS; elevators; controlled access; air conditioning; energy; landscaping; civil works building).
- Controlling the budget - SAP R3.
- Drew up work plans (schedule; activities; risks; mitigation plans); project documentation.
- Executing the demobilization; transfer of buildings assets to the company headquarters.
- Coordinating contracts and works related to asset logistics.

Educational Experience and Language

- Language: Portuguese - native; English and Spanish - talking, reading and writing skills.
- 2018: Preparing to the Project Management Professional certification; Project Management Institute.
- 2010: Training on Project Management and MS Project - A & C Consulting.
- 2006: Planning; Budget Civil Building - Cristiano Ottoni Foundation Universidade Federal de Minas Gerais.
- 2004: English Upper Intermediate by Stanton School of English, London, UK.
- Microsoft Office Suite Software: Excel, Word, PowerPoint.
- Management and Planning Tools: MS Project, SAP-R3.
- Computer Graphics: AutoCAD; 3D Studio; Sketch Up.