POORVI **GUPTA**

ARCHITECTURAL DESIGNER

Tewksbury, MA | (917) 432-9541 | poorvigupta1973@gmail.com | LinkedIn

SKILLS

BIM & DOCUMENTATION

AutoCAD
Revit
ArchiCAD

DESIGN & 3D MODELING

Rhino
Grasshopper
SketchUp
3D Studio Max
Cinema4D
RealityCapture

VISUALIZATION

Lumion
Enscape
Twinmotion
V-Ray
D5 Render

GRAPHICS & PRESENTATION

Photoshop
Illustrator
InDesign
After Effects
Premiere Pro
Microsoft Office
Bluebeam Revu

CONSTRUCTION

Procore

FABRICATION

Model Making
Laser Cutting
3D Printing

SOFT SKILLS

Communication
Client Presentation
Consultant Collaboration
Time Management
Attention to Detail
Problem Solving
Mentoring
Adaptability

PROFILE

Architectural designer with 4+ years of US experience on K–12, public safety and housing projects, and two years in India on campus master planning. Worked on a $287.9M mass timber MSBA high school through every phase, from programming to construction administration, and can step in at any stage of a project. Brings strong Revit and documentation skills, careful coordination with consultants and contractors, and experience managing several projects at once. M.Arch and MSc in Environmental Design of Buildings; MBA in progress. Two competition entries published on ArchDaily.

EXPERIENCE

Architectural Associate | Dore and Whittier

Feb 2024 - Present | Newburyport, MA

K–12 and public safety projects from early design through construction. Currently working on construction administration for three projects and schematic design for a fourth.

North Attleborough High School

$287.9M New Construction | 226,740 GSF | Mass Timber | All-electric Geothermal | LEED Gold Target

Phases: Visioning, MSBA Feasibility Study (PDP and PSR), Schematic Design, Design Development, Construction Documents, Bidding, Construction Administration (current).

- Developed programming bubble diagrams and the MSBA space summary from the district's educational plan, giving the team the room-by-room program used for every design option.
- Designed two of the four feasibility options: a phased addition and renovation, and a new two-story school. The two-story option's courtyards and gym and auditorium layout were carried into the final design chosen by the district.
- Developed the selected three-story design with the project architect through the MSBA preferred schematic report, schematic design and design development, and built the Revit model the team used through construction documents.
- Produced all reflected ceiling plans and 7 detail sheets (ceiling details, wall sections and mid-wall details) for the construction documents, including exposed dowel-laminated timber (DLT) ceilings.
- Coordinated the ceiling design with the mechanical, lighting, acoustical and technology consultants, resolving conflicts before the set went out to bid.
- Participated in quality-control reviews before each MSBA submission, prepared addenda during bidding, and now support construction administration.
- Prepared renderings and presentation boards for School Building Committee meetings and community forums; compared material samples for cost and durability.

Vermont Army National Guard

Construction administration for two federally funded projects: EAFR Wilderness Barracks renovation (Jericho, VT) and Camp Johnson Building 5 heat plant replacement (Colchester, VT). Working directly with an Associate Principal on these projects.

- Review architectural and mechanical submittals against the specifications, drawings and Build America, Buy America (BABA) requirements, catching non-compliant products and specification errors before approval.
- Coordinate with the MEP engineer and contractor to resolve review comments, using past projects as precedent to recommend solutions.
- Manage the submittal workflow in Procore and Bluebeam, track open items across all parties, and report status at biweekly meetings with the Owner and contractor.

CERTIFICATIONS

NCARB Architect Licensure:
AXP - In Progress

LEED AP BD+C:
Planned for 2027

Autodesk Certified Professional:
Revit for Architectural Design, 2022

AIA Associate Member:
American Institute of Architects

COMMUNITY

Volunteer Architect:
Boston Society for Architecture

Kindergarten Architect

Classroom Visit:
Cambridge and Boston Public Schools, 2025 - 2026

Champlain Valley Union High School
Hinesburg, VT | Renovation | Schematic Design

- Building the Revit model of the existing school from 2003 record drawings, the base for a new secure entrance, roof, HVAC, ceilings, lighting and fire alarm.

Dr. Albert B. Consentino Middle School
Haverhill, MA | Construction Close-out

- Recorded punch list items during walkthroughs to close out construction.

Designer | Design Draw Build Inc.
Jun 2022 - Nov 2023 | Oakland, CA
Housing Projects in the Bay Area and Sacramento

- **University Avenue Supportive Housing, Berkeley:** Prepared plans, elevations and sections for a four-story building, now home to 39 formerly unhoused residents. Revised unit layouts for accessibility and zoning, and produced renderings for community meetings.
- **1022 G Street, Sacramento:** Prepared drawings to convert a 1912 landmark office building into 20-bedroom co-housing, including 1-hour fire-rated and sound-rated (STC 50) walls and floors and new egress windows to meet code.
- **715 Laurel Avenue, Menlo Park:** Developed design options and permit drawings for a 2,764 SF house and 830 SF ADU in a flood zone, raising the house above flood level and protecting existing trees.

College Assistant | Spitzer School of Architecture, City College of New York
Aug 2021 - Jul 2022 | New York, NY

- Mentored undergraduates in a structural engineering course, and assisted with research on 3D-printed concrete and funicular structures.
- Helped students with Revit and Rhino questions.

Junior Architect | Art in Arch Design Studio
Jun 2018 - Jul 2019 | Delhi, India

- Co-led master planning for two state college campuses in Madhya Pradesh that won a design competition, and coordinated with landscape, MEP and structural consultants on solar orientation and rainwater harvesting.
- Prepared the design proposal for India's National Sports University for the Ministry of Sports.

Architectural Intern | Design Forum International
Mar 2015 - Apr 2016 | Delhi, India

- Planned creative spaces on the 56-acre NIT Delhi campus, from site selection to sketches, and developed drawings and 3D models in AutoCAD and SketchUp.

EDUCATION

Master of Architecture | City College of New York
Graduated in 2022

MBA | New England College
While working full-time as an Architectural Associate | Expected 2027

MSc Environmental Design of Buildings | Cardiff University
Graduated in 2017

BA (Hons) Architecture | Manchester School of Architecture
Graduated in 2015

RECOGNITION & PRESS

The Learning Courtyard | Highlighted Submission | Kinderspace 2025
Selected by an international jury of 10 architects, Buildner | Published on ArchDaily | Oct 2025

Asana Chair | Highlighted Submission | Architect's Chair #4
International Design Competition, Buildner | Published on ArchDaily | Feb 2026

Invited Guest Critic | Spitzer School of Architecture, City College of New York
Graduate Construction Technology Course | May 2025

"The Power of Diversity in Architecture" | Amazing Architecture
Featured Article on thesis project SAMSARA | Feb 2025