



**Helen Tout**  
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## EMPLOYMENT

**Jestico + Whiles**  
[www.jesticowhiles.com](http://www.jesticowhiles.com)

**2008** Jan-Aug

**Architectural Assistant**  
London UK

- Assisted with master planning and residential projects
- Developed competition entries, projects in programmatic design and projects under construction
- Prepared Photoshop presentation drawings and models for client meetings
- Developed AutoCAD construction details and issued drawings
- Completed feasibility studies including site analysis and area calculations
- Attended on-site meetings and inspections, worked with clients and consultants
- Worked directly with an associate, but often worked in teams of 2–4 people

**Robert A.M. Stern Architects, LLP**  
[www.ramsa.com](http://www.ramsa.com)

**2007** May-Aug

**Architectural Intern**  
New York USA

- Worked on various projects: master plans, renovations, offices, and civic buildings
- Assisted mainly in schematic design, developed design and site analysis stages
- Produced design drawings and presentation boards for client meetings
- AutoCAD organisation and development of drawing sets
- Presentation work in M-color, Photoshop, InDesign and Illustrator
- Worked closely in small teams with partners, consultants and clients

**Arquitectonica**  
[www.arquitectonica.com](http://www.arquitectonica.com)

**2006** Sept-Dec

**Architectural Assistant**  
Paris France

- Assisted in the design development stage of a large office tower with surrounding commercial complexes sited outside Paris
- Built physical models and created AutoCAD drawings
- Translated presentations and documentation to improve communication between the French and USA offices
- Worked closely with clients in their own offices
- Worked in a large office team on varied aspects of the project

**Provincial Government of Saskatchewan**  
[www.tpcs.gov.sk.ca/heritage](http://www.tpcs.gov.sk.ca/heritage)

**2006** Jan-Apr

**Heritage Buildings Conservation Technician**  
Regina Canada

- Worked directly with the Provincial Heritage Architect in the Heritage sector of the Provincial Government
- Attended meetings with registered heritage property owners to discuss ongoing plans for restoration, renovation and upkeep of properties
- AutoCAD design of window grilles and fences for protected heritage properties
- Designed booklets and posters to stimulate public awareness of heritage buildings
- Managed heritage properties database and updated website
- Archival work – cataloguing digital and paper files
- Communicated with other departments of government and the general public

## EDUCATION

<b>San Francisco State University</b> California USA	<b>2010</b>	<b>Revit Training</b> Autodesk Authorized Training Center
<b>University of Waterloo</b> Ontario Canada	<b>2004–2009</b>	<b>Honours Bachelor of Architectural Studies</b> Portfolio   <a href="http://www.helentout.com">www.helentout.com</a>
<b>Kincardine &amp; District Secondary School</b> Ontario Canada	<b>2001–2004</b>	<b>Ontario Diploma</b> Ontario Scholar, Honours List

## SKILLS

### Computer

3D	Revit, SketchUp, Form Z
2D	AutoCAD
Graphics	Adobe Photoshop, Illustrator, InDesign, Final Cut Pro
Web	Dreamweaver, HTML, Processing
Office	Microsoft Word, Excel, Powerpoint

### Art

Proficient at hand drafting, sketching, photography, acrylics, and oil-pastels.

### Personal

Friendly, enthusiastic and optimistic. Self organized and efficient.

### Design

I find inspiration in historical landmarks, old maps, sketches, stories, and photographs.

## CREDENTIALS / AWARDS

2010	LEED Green Associate Accredited
2008	Exhibition at the Victoria Park Gallery, Kincardine, Ontario
2004	Victoria Park Gallery Scholarship
2004	Ontario Scholar, Honors List

## VOLUNTEERING

Present	Hayes Valley Urban Farm   <a href="http://www.hayesvalleyfarm.com">www.hayesvalleyfarm.com</a>
2001–2006	Kincardine Women's Triathlon
2004–2005	Tree Planting Program
2001–2002	Christmas Food Drive