



MARIELA SUÁREZ

ARCHITECTURAL DESIGNER

(787) 427-9030

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<https://msuarezdesigns.com/>

Education

University of Puerto Rico
Bachelor's Degree in
Environmental Design (BEDA)
Magna Cum Laude - 2023

In progress: CAPM certification

Skills

AutoCAD
Revit - BIM Documentation
3D Modeling | SketchUp
Rendering | Lumion
Adobe Creative Suite
Matterport - 3D virtual tour
Construction Drawings & Detailing
As-Built Documentation
Building Codes Knowledge
Scope of Work Development
Technical Specification
RFP - Proposal Preparation
Technical Project Coordination

Highlights

Effective collaborator with architects, engineers, contractors and clients.

Experienced in technical drafting and construction drawings aligned with building code standards.

Skilled at creating high-quality 3D visualizations and presentations.

Highly organized; able to manage deadlines across multiple projects.

Bilingual in Spanish and English; clear and confident communicator.

Overview

Architectural designer with over 3+ years of experience in residential design and a background in institutional, healthcare, and FEMA-funded projects. Experienced working in an architectural firm, focusing on technical documentation, construction deliverables, and coordination with multidisciplinary teams. Committed to delivering precise, functional, and visually coherent results in every project.

Work Experience

MSDesign Studio | Puerto Rico

2020 - PRESENT

Freelance Interior Designer | Architectural Designer

Successfully designed multiple interior projects for residential clients from site assessment through client-approved design while ensuring timely delivery. Projects range from individual interior spaces to entire home renovations, including backyard remodels. Develop spatial solutions and layout options while guiding lighting design, finishes, and furniture selection supported by detailed renderings. Conduct site visits to resolve design issues early and ensure designs align with client expectations.

Arquiteg- Architects & Planners | San Juan, PR.

2023 - 2025

CAD Technician

Worked on a wide range of residential, institutional, healthcare, historic preservation, and FEMA-funded projects, producing detailed as-built documentation, construction plans, and deliverables. Delivered complete documentation for multiple historic restoration projects—from reviewing FEMA DDD reports and creating as-found drawings to schematic, bidding, and construction packages—for AFI, SHPO, and ICP. Drafted detailed drawings, scopes of work, schedules, and technical specification documents to support accurate bidding and material procurement. Created Matterport 3D virtual tours to document existing conditions. Led RFP submissions by preparing documentation for competitive proposals. Coordinated with senior architects, engineers, and consultants to ensure technical accuracy, consistency, and timely delivery of design packages. Recognized by peers for strong attention to detail in construction deliverables while maintaining clear communication to meet all project milestones.

VRM Studio | San Juan, Puerto Rico

2021 - 2023

Assistant Architectural Designer

Collaborated closely with the lead architect on residential and commercial renovation projects, contributing to each phase of the design process. Responsibilities included conducting site visits, producing accurate as-built drawings, and assisting in the development of schematic designs through curated mood boards, color palettes, finishes, lighting and furniture selection. Created multiple layout options tailored to client needs and supported design presentations through 2D plans, 3D modeling and rendering. Actively participated in project coordination to ensure alignment between the design intent, client expectations, and project constraints.