

NGOC THANH TAM, TA (Melanie)

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Professional Business Developer with +5 years of experience in partnerships, contracts, and strategies for new business opportunities and BIM Manager / Senior Architectural Designer with +5 years of experience in high-rise buildings and 5-star hotels in Canada, Australia, the United States, and Asia.

- Strategic Business Development
- Creativity
- Critical Thinking
- Best-in-class Customer Service
- Effective Problem Solving
- Sales and Marketing

EDUCATION

Post-Graduated Construction Management (2022) - Conestoga College, Canada

- Graduated with Distinction

Bachelor of Architecture (2016) - Ho Chi Minh City University of Architecture, Vietnam

- Lixil - Inax Scholarship 2015
- Top 5 Thesis of 2016 class
- 2 school awards for scientific research

PROFESSIONAL EXPERIENCE

Business Development Manager / BIM Manager (2021 - Now)

Bastet Construction Management Solutions, Ontario, Canada

- Led initiatives and generated business opportunities to successfully develop new business in Ontario
- Connected and formed relationships with new clients while maintaining partnerships with over 500 real estate development companies
- Kept track, and coordinated with both clients and internal teams to successfully win many proposals
- Created over 80 BIM models from mid-rise to high-rise residential buildings with distinctive shapes (1515 Alberni, Vancouver; Telford on The Wall, Vancouver; Liverpool Dr, Toronto, 1812-1818 Eglinton W, Toronto, and others)
- Performed clash detections and assisted in developing solutions with project team members

Achievements:

- Received many written compliments including from the founder
- Independently won contracts for mid-rise and high-rise buildings

Business Development Manager (2018 - 2020)

Ho Chi Minh Office of MEP Green Design & Build, PLLC, USA

- Showed high-assessed performance of leadership in marketing, fee proposals, and contracts
- Key representative for developing and maintaining over 400 business relations for the company
- Fulfilled sales budgets by 175% in 2019 and 135% on 2020
- Prepared and negotiated nearly 80 fee proposals for high-rise buildings, high-class hotels, and others

Achievements:

- Earned a recommendation letter from the President "...the best BD I've ever had..."
- During Covid-19, excellently exceeded the budget proposed by the company
- Built over 150 new relations which gained back new projects to the company

BIM Controller | Project Designer (2018 - 2019)

STOA Architects Vietnam Co., Ltd, Vietnam

- Successfully conducted colleagues in an internal Revit course
- Led and controlled BIM projects
- Managed and developed technical drawings for clients such as Hyatt, Holiday Inn, Hilton, JW Marriott, among others

Team Leader | Architectural Designer (2017 - 2018)

AIC Management Co., Ltd, Vietnam

- Designed, supervised and led the team to win conceptual competitions and to prepare technical drawings for an array of projects
- Coordinated with other stakeholders locally and internationally

Technical Software Skills

Revit/ BIM Plus Massing – Autocad – 3dsMax – Sketch Up - Indesign – Photoshop – Wix – Microsoft Office

Additional Interest: Sketching – Photography – Cat Lover