

Eddie Gara
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August 5, 2026

RE: Application for Senior Architectural Technologist/Designer/Coordinator.

To the Hiring Manager,

I am writing to express my strong interest in joining your architectural team as a Senior Architectural Technologist, Designer and Coordinator. With 27 years of dedicated experience in architectural design, technical documentation, and project coordination within the Ontario residential sector—most recently serving for five years as a Senior Architectural Technologist at Starlane Homes—I bring a deep, builder-side understanding of what it takes to bring low-rise communities from preliminary draft plans to successful site construction.

Throughout my career at established industry names like Starlane Homes, Jardin Design Group, and Cassidy & Co., I have focused on bridging the gap between high-level aesthetic design and strict structural integrity.

A few key milestones from my background that align with your standards of excellence include:

- **Advanced Drafting, Modeling & Quality Assurance:** Leveraging expert-level proficiency in AutoCAD to design, manage and audit comprehensive architectural working drawing packages, driving projects seamlessly from conceptual layouts through to final construction.
- **Regulatory Compliance:** Comprehensive knowledge of the OBC, zoning bylaws, and municipal planning processes, ensuring seamless permit approvals.
- **Comprehensive Project Coordination:** Many years of experience coordinating with multi-disciplinary consultant teams (structural, mechanical, joist/truss & marketing etc.) to resolve technical challenges promptly.
- **Subdivision Optimization & Feasibility Analysis:** Analyzing preliminary draft plans to maximize density and land utilization, executing precise builder split calculations, and strategically mapping out lot categories and lot counts to optimize revenue potential for upcoming new developments.

Having spent nearly three decades in the GTA housing market, I have long admired your company's commitment to architectural innovation, community scaling, and design quality. I am looking to bring my proactive leadership, solution-oriented workflow, and deep industry knowledge to a team that values precision and execution.

Thank you for reviewing my application. I look forward to the possibility of discussing how my design and coordination background can streamline your future residential developments.

Sincerely,
Eddie Gara

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PROFESSIONAL SUMMARY

Accomplished **Senior Architectural Professional** with 27 years of comprehensive experience driving design excellence, technical accuracy, and cross-functional coordination for top-tier Greater Toronto Area (GTA) residential developers. Proven track record of taking complex low-rise master-planned communities from preliminary draft plans to municipal approval and site construction. Comprehensive knowledge in Part 9 of the Ontario Building Code (OBC), municipal zoning by-laws, and advanced AutoCAD production. Recognized for leading multi-disciplinary consultant teams, optimizing land use, and translating executive visions into highly marketable, structurally sound residential communities.

CORE COMPETENCIES & QUALIFICATIONS

- **Architectural Production:** Proficient with AutoCAD 2025; expert production, coordination, and auditing of architectural working drawing sets, marketing brochures and websites.
- **Regulatory Compliance:** Comprehensive mastery of the Ontario Building Code (OBC), municipal zoning by-laws, and site-specific architectural control guidelines.
- **Pre-Construction Coordination:** Seamless clash-detection integration of structural, HVAC, and engineered floor/truss manufacturer layouts.
- **Project Lifecycle Management:** Proven capability spearheading projects from inception to completion within strict corporate timelines.
- **Site Support & Problem Solving:** Real-time resolution of field inquiries, design discrepancies, and site constraints for construction superintendents and sub-trades.
- **Land & Site Statistics:** Advanced optimization of subdivision layouts, builder splits, lot category distributions, and complex siting conditions (walk-outs, easements etc.).
- **Certifications & Compliance:** Worker Health & Safety Awareness Certificate (Ministry of Labour); Valid Class "G" Driver's License in excellent standing.

PROFESSIONAL EXPERIENCE

SENIOR ARCHITECTURAL TECHNOLOGIST | *Trinova Designs Corp. (Starlane)* | 2020 – 2025

- **Design Execution:** Spearheaded architectural design packages, floor plans, and elevations for major low-rise residential subdivisions spanning across the GTA and Southern Ontario.
- **Feasibility & Technical Studies:** Executed detailed building envelope studies to establish maximum allowable square footage, coverage, and setbacks against strict municipal zoning parameters. Optimized subdivision layouts by evaluating draft plans to maximize land yield and development density.
- **Multi-Disciplinary Coordination:** Audited and cross-referenced structural, HVAC, and engineered floor/truss layouts to ensure zero-clash integration prior to permit issuance.
- **Sales & Custom Solutions:** Created construction drawing sets and décor layouts for Sales Centers. Produced tailored technical drawings for custom purchaser structural upgrades.
- **Site & Strategy Support:** Provided rapid technical resolutions to field superintendents regarding site-specific development challenges. Evaluated marketing collateral for technical accuracy and presented status updates at weekly executive reviews.

SENIOR ARCHITECTURAL TECHNOLOGIST | *Soscia Architects & Engineers Inc.* | 2015 – 2020

- **Portfolio Management:** Managed a diverse architectural and structural design portfolio spanning custom residential estates, additions, major renovations, and commercial space planning.
- **Permit & Approvals:** Led municipal building permit processes, compiling and submitting complex technical documentation to ensure 100% compliance with local zoning and the OBC.
- **Site Inspection & Quality Assurance:** Conducted structural site inspections throughout construction phases to verify compliance with approved drawing sets and resolve field variances.
- **Stakeholder Liaison:** Maintained primary communication pipelines between city examiners, contractors, developers, and project engineers to ensure seamless project delivery.

ARCHITECTURAL DESIGNER | *Jardin Design Group Inc.* | 2004 – 2015

- **Model Development:** Designed innovative production home models according to firm builder specifications, striking a balance between structural efficiency and aesthetic trends.
- **Package Production:** Created complete drawing packages (working drawings, streetscapes, and site schedules) for large-scale detached and townhouse community developments.
- **Value Engineering:** Collaborated with material suppliers and manufacturers to integrate cost-saving building practices without compromising structural integrity.
- **Field Integration:** Partnered with on-site development staff to resolve real-time construction issues, adjusting architectural sets rapidly to keep tight delivery schedules on track.

JUNIOR ARCHITECTURAL DESIGNER | Cassidy & Co. | 1998 – 2004

- **Drafting Excellence:** Produced detailed working drawings, floor plans, building sections, and elevations under tight deadlines for a premier residential design firm.
- **Visual Marketing:** Created architectural streetscapes, sitings and presentation illustrations utilized by builder clients for sales, marketing and municipal permit applications.
- **Mentorship:** Supervised and mentored co-op students and junior drafting staff, reinforcing corporate drafting standards and AutoCAD efficiency guidelines.

EDUCATION

ARCHITECTURAL TECHNICIAN DIPLOMA | GEORGE BROWN COLLEGE | 1995 – 1997