

Millena Alencar, MBA B.Arch (Hons)

+353 85 241 1733 | Ranelagh - D06, Dublin

[LinkedIn](#) | contato@millenaalencar.com

PROFILE

I am a well-versed architect with over 7 years experience in a varied range of projects. I have honed technical and soft skills and gathered extensive knowledge by working with different architecture, interior design and construction professionals. This led me to start my own studio where I am responsible for all the stages of a project, liaising with clients and suppliers. As part of the DW Architects' team, I carry out feasibility studies and planning submissions for residential properties in Ireland. As part of the GHW team I carry out building inspections on behalf of South Dublin County Council. These experiences have provided me with practical and technical knowledge of the Irish construction industry. As a person with a strong desire for further professional and personal development, I believe that my skill set and expertise align perfectly with the demands of top architectural / construction firms. Furthermore, my ability to manage diverse responsibilities, coupled with my confidence and determination to overcome challenges, positions me as an ideal candidate to contribute to the success of the team.

SOFT SKILLS

- Communication & interpersonal skills
- Personal initiative & teamwork
- Proactive & committed
- Confident & highly motivated
- Working in fast-paced environments
- Problem-solving
- Attention to detail
- Creativity

HARD SKILLS

- AutoCAD (11+ years exp.)
- SketchUp (8+ years exp.)
- Revit / BIM
- Lumion
- V-ray
- Adobe software
- Microsoft Office
- Google Workspace

EXPERIENCE

Building Inspector, Global Home Warranties Ltd | Dublin _____ Apr/24 – Current

I am in charge of completing stock condition surveys in line with the contractual needs of our client, South Dublin County Council, to ensure that properties meet the building regulations and that the team meet our targets in a timely, professional manner.

Key duties:

- Evaluate and advise clients on design and housing regulation compliance, manage health and safety and carry out risk assessments, providing accurate reports
- Liaise with the client and the administration team to ensure the reports are clear and specific, meeting all requirements

Architectural Designer, DW Architects | Dublin _____ Jul/22 – Current

I carry out feasibility studies and develop design solutions - preparing them for planning submission, as well as 3D modelling and rendering for properties in Ireland.

Keys Achievements:

- Developed projects for house extensions ensuring integration with the existing building and controlling the impacts on the surroundings, increased users' well-being through lighting and temperature conditions improvements, provided architectural visualisation materials (3D models, rendered images) and increased clients' property value by splitting the land and designing new dwellings.

Architect, Millena Alencar Design Studio | Brazil _____ Sep/19 – Current

My studio provides architectural, interior design and remodelling services for residential, corporate, commercial and hospitality sectors. I am responsible for liaising with clients, preparing and delivering presentations, and coordinating the team in Brazil. We undertake design projects from inception to post-completion, site surveys,

construction detailing, inspections and final production to delivered spaces, ensuring the deadlines and expectations are met.

Key achievements:

- Increased clients' profitability and productivity through extension and redesign projects that optimised the use of commercial spaces

Architectural Assistant, Samia Raquel Design Studio | BR_____ Sep/17 – Jan/19

I was in charge of undertaking site surveys, developing technical drawings, 3D modelling, rendering images, preparing presentations, drawing and detailing construction projects, inspecting construction works and training new assistants. Participated in the largest exhibition of architecture in the Americas (CasaCor/PB 2018), being entrusted to oversee the execution of the project.

Freelancer | Brazil _____ Mar/18 – May/20

I developed a varied mix of projects for different types of professionals and companies in the construction industry, such as technical drawings for a construction company, architectural packages for planning permission, architectural visualisation content for landscape design, 3D modelling and rendering for interior design, construction and joinery detailing drawings and renovation design to grant full accessibility solutions.

EDUCATION

IPOG - Postgraduate MBA Diploma | NFQ 9 _____ 2021-22

Architecture & Interior Design Business Management (main areas: financial, team, quality, work and project management, agile methods, growth hacking, mkt, neuroarchitecture+)

UniCesumar - Postgraduate Diploma | NFQ 9 _____ 2020-21

Interior Design

Lighting Design Specialisation - Faculdade Roberto Miranda _____ Jun/20 – Jul/20

Universidade Federal Da Paraíba - Honours Bachelor Degree | NFQ 8 _____ 2014-19

Architecture & Urban planning: conclusion work title "Sustainability in Social Interest Housing: Flexible Housing for João Pessoa/PB"

UNEPI - Technician Certificate | NFQ: 5 _____ 2013-15

Buildings Technician

VOLUNTEER WORK

**Counsellor and Vice President
at AFS Intercultural Programs**

**João Pessoa, Brazil
Jul/15 – Jul/19**

Developed my leadership and teamwork, being responsible for management and internal planning of the committee, counselling and monitoring students' development, and intermediating relationships with host families, schools and other partner institutions.

LANGUAGES

- Portuguese: native
- English: fluent
(Cambridge Advanced Certificate)
- Spanish: intermediate
- French: beginner

ADDITIONAL INFO

- Driving licence
- References available on request
- Stamp 1 Critical Skills Work visa