

Thomas Gallagher

ARCHITECTURAL PROJECT MANAGER

@thomas.gallagher@email.com | ☎ (215) 555-0176 | 🏠 Philadelphia, PA
🌐 linkedin.com/in/thomasgallagher

SUMMARY

Architectural project manager and licensed architect with 13 years of experience on healthcare, higher education and workplace projects up to \$75M in Philadelphia. Owns project management, fees, schedules and client relationships, leads teams of up to 10 and reports project health in Excel and PowerPoint each month. Keeps Revit and Bluebeam workflows tight from kickoff to closeout.

EXPERIENCE

Architectural Project Manager

02/2020 - Present

Schuylkill Partners Architecture

Philadelphia, PA

120-person firm designing hospitals, campus buildings and corporate workplaces.

- Manage a portfolio of 6 projects with \$3.2M in combined fees, holding the average profit margin at 18%.
- Lead project teams of up to 10 architects and consultants through schedules, staffing plans and weekly reviews.
- Build monthly fee, budget and schedule reports in Excel and PowerPoint for clients and firm principals.
- Negotiate scope and additional services with clients, adding \$420K in approved change orders in 2025.

Project Architect

06/2013 - 01/2020

Old City Design Group

Philadelphia, PA

Higher education and workplace architecture firm.

- Delivered 9 university and workplace projects from schematic design through construction administration.
- Reviewed shop drawings and RFIs in Bluebeam, keeping turnaround under 5 days on a \$40M dormitory.
- Checked Revit and AutoCAD sets against building codes and firm QA standards before every permit submission.

SKILLS

<u>Project Management</u>	<u>Revit</u>	<u>AutoCAD</u>	<u>Bluebeam</u>	<u>Excel</u>	<u>PowerPoint</u>
<u>Building Codes</u>	<u>Construction Administration</u>	<u>Client Relationships</u>	<u>Leadership</u>		

EDUCATION

Master of Architecture

05/2013

University of Pennsylvania
Architecture

Philadelphia, PA

CERTIFICATES

Registered Architect

07/2016

Pennsylvania Architects Licensure Board