

E D U C A T I O N A N D C O N T A C T S

Tertiary Education:

Journalism - Bachelor of Social Communications with Honours
Universidad Catolica de Chile
March 1991- November 1995

Bachelor of Arts
University of Canberra
Graduated April 1998

Certificate in Electronic Publishing
 Canberra Institute of Technology
July 1996 –December 1996

Contact details:

ph 6251 6178
 fax 6251 9997
 natalina@falconer.com.au

R E L E V A N T W O R K E X P E R I E N C E

2000 - / FALCONER ARCHITECTURE
Office Management, Client Liaison & Drafting

My involvement has covered:

- Preparation of design competition entries and tender submissions.
- Preparation of Commonwealth Functional Design Brief documents.
- Liaison with clients, manufacturers and product suppliers, including developing of client briefs, concept design reports, client submissions and preparation of sample boards.
- AutoCAD drafting and graphic presentation material.
- Set up of office computer systems, structuring and keeping records and computer backups
- Office communication and management.

Main Projects:

2006- Questacon Functional Design Brief

Working as part of a team I undertook extensive research to identify and structure the requirements for a \$60M extension to the National Science and Technology Centre, QUESTACON

2006-National Zoo and Aquarium Concept proposal

Working in conjunction with the Principal Architect we evaluated the performance and building condition of the Aquarium, Public entry, ticketing and gift shop of the National Zoo and Aquarium and produced a concept proposal for an upgrade of the facilities.

2004- Design Competition Entry: Emergency Services Memorial

2003-Design Competition Entry: Commonwealth Place "Peoples Place"

2002- Design Competition Entry: Federation Place, ACT

2001- Magna Carta Monument

Coordination of the mural artists and preparation of the material needed for the artists to produce their murals. This involved archival research of images; reproduction writes clearance, production of information panels and dealings with the relevant authorities.

O T H E R W O R K E X P E R I E N C E

1998 1999 FUNDES CHILE

Communications Adviser

FUNDES Chile is a branch of the multinational non-profitable organisation created to promote sustainable development, through educational and financial support of medium and small businesses.

My duties included the preparation of promotional and educational materials from contents to layouts, including the production of high quality international promotional videos. I designed and produced graphic marketing material for exhibitions and brochures.

I undertook the developing a new permanent show room from design and budgeting to construction and exhibition montage.

I worked closely with the management team in the development of proposals and grant applications.

1994 1995 IMAGO Comunicaciones

Research Journalist and contents producer for the Science and Technology program

I was in charge of the content production, final research and coordination of five reports done in United States, for the 1996 "Enlaces" 'season