



MICHAEL ANDERSON

Senior Space Planner

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SUMMARY

Accomplished Facilities Space Planner with over 10 years of extensive experience in optimizing spatial layouts and enhancing operational efficiency across diverse industries. Demonstrated expertise in utilizing advanced planning software, conducting comprehensive space audits, and implementing strategic design solutions that align with organizational goals. Proven track record in managing cross-functional teams to deliver projects on time and within budget.

WORK EXPERIENCE

Senior Space Planner Global Tech Solutions

Jan 2023 - Present

- Conducted detailed space assessments to develop optimal layouts for corporate offices.
- Utilized AutoCAD and Revit to create 3D models and visualizations of proposed designs.
- Collaborated with architects and engineers to ensure design feasibility and compliance.
- Managed a team of junior planners to execute multiple projects simultaneously.
- Presented design proposals to executive leadership, incorporating feedback into final plans.
- Implemented a space utilization tracking system that improved efficiency by 15%.

Facilities Planner Innovative Spaces Inc.

Jan 2020 - Dec 2022

- Developed comprehensive space planning strategies for a portfolio of 50+ client projects.
 - Executed cost-benefit analyses to inform design decisions and budget allocations.
 - Facilitated workshops with clients to gather requirements and align expectations.
 - Oversaw the implementation of ergonomic workspace solutions that increased employee productivity.
 - Monitored project timelines and deliverables, ensuring adherence to schedules.
 - Created detailed reports on space optimization that guided future planning initiatives.
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EDUCATION

Master of Architecture, University of California, Berkeley

Sep 2019 - Oct 2020

ADDITIONAL INFORMATION

- **Technical Skills:** AutoCAD, Revit, Space Management, Project Management, Budgeting, Regulatory Compliance
- **Awards/Activities:** Received the Excellence in Space Planning Award for outstanding project execution.
- **Awards/Activities:** Reduced operational costs by 20% through strategic space redesign initiatives.
- **Awards/Activities:** Led a sustainability initiative that decreased energy consumption by 25% in corporate spaces.
- **Languages:** English, Spanish, French