MEGHANA SRI BALUSU

Architectural Technologist | BIM & Construction Coordination

Ottawa, Ontario | (905) 598-2153 | meghanasribalusu@gmail.com | linkedin.com/in/meghana-sri-balusu

PROFESSIONAL PROFILE

Architecture graduate and construction project professional with experience supporting architectural documentation, BIM workflows, technical coordination, and municipal infrastructure projects. Skilled in interpreting drawings, coordinating shop drawings and submittals, tracking design clarifications, and working with consultants, contractors, and clients. Seeking Architectural Technologist or related design and BIM coordination opportunities in the Ottawa region.

TECHNICAL SKILLS

Design & BIM: Revit, AutoCAD, Civil 3D, Navisworks, BIM 360, SketchUp, Bluebeam

Visualization: Enscape, Lumion, Twinmotion, Adobe Photoshop

Project delivery: Architectural plans, elevations, sections and details; shop drawing review coordination; RFIs and submittals; quantity tracking; site documentation; scheduling; MS Project; Microsoft Office

PROFESSIONAL EXPERIENCE

AMAZING CONSTRUCTION LTD. | Ontario

Project Coordinator / Assistant Project Manager | October 2024 – Present

- Coordinate municipal construction activities, project schedules, subcontractors, suppliers, material procurement, and site requirements.
- Manage technical submittals, shop drawings, material approvals, and communications with municipal owners and engineering consultants.
- Review project drawings and specifications to identify scope requirements, coordinate clarifications, and support field execution.
- Prepare and track project documentation, including QA/QC plans, inspection records, traffic control submissions, schedules, and change-related correspondence.
- Support quantity tracking, cost and invoice coordination, and closeout of restoration and deficiency work.

FHD GROUP | India

Intern Architect | June 2019 – October 2019

- Assisted with architectural plans, elevations, sections, construction details, and 3D models.
- Supported drawing revisions, site visits, field measurements, and existing-condition documentation.
- Collaborated with the design team to develop and update architectural deliverables.

EDUCATION

Ontario Graduate Certificate, Building Information Modelling (BIM) | Fanshawe College, 2023

Ontario Graduate Certificate, Construction Project Management | Fanshawe College, 2022

Bachelor of Architecture | Sathyabama University, India, 2021

Diploma in Civil Engineering | India

ACADEMIC RECOGNITION & CREDENTIALS

Bachelor of Architecture – Third Rank Holder | Fanshawe College – Dean’s Honour Roll (BIM and Construction Project Management)

Council of Architecture (India) registration: CA/2021/139795