



DOUNYA BOURISS

ARCHITECTURAL DESIGNER - PROJECT MANAGER
- 13 YEARS OF EXPERIENCE AUTHORIZED TO WORK IN USA

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A results-oriented Architect with 13 years of international and US-based experience in project management, design, and construction administration. Expertise in leading cross-functional teams on large-scale commercial, multifamily residential, and luxury renovation projects. Proven track record of managing projects from conception through completion, ensuring code compliance, and fostering strong client and stakeholder relationships. Seeking to leverage extensive design and management skills in a challenging new role.

EDUCATION

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| ÉCOLE NATIONALE D'ARCHITECTURE, Rabat, Morocco | 2012-2015 |
| • Master's degree in urban planning and sustainable development. | |
| ÉCOLE NATIONALE SUPÉRIEURE D'ARCHITECTURE PARIS-MALAQUAIS, Paris, France | 2006-2010 |
| • License in Architecture | |

WORK EXPERIENCE

Senior Project Manager/Designer, Tralongo & Taylor, West Palm Beach, FL **Since Apr 2025**

A unique role across an architecture firm (Tralongo & Taylor), a general contractor (Taylor Building), and a luxury millwork company (LEEDS Custom Design).

- Developed and prepared architectural layouts for submission to ACRON and municipal permitting agencies to ensure regulatory compliance.
- Authored comprehensive construction document sets, including plans, elevations, and detailed specifications.
- Served as the architect's on-site representative, collaborating with project managers and superintendents to resolve subcontractor inquiries and verify field conditions.

Key Projects: High-end luxury home renovations in Palm Beach, FL (153 Kings Rd, 10 Via Vizcaya).

Senior Project Manager/Designer, TK Architects International, Kansas City, MO **Sep. 2023-Apr 2025**

- Lead project teams through all phases of design and construction.
- Develop detailed drawings from schematic design to construction documents.
- Coordinate with consultants, clients, vendors, and local governments to ensure seamless project execution.
- Conduct local authorities research & ensure compliance with local codes, IBC, IECC, ADA, NFPA, and FBC.
- Use of Comcheck and Naviswork.
- Manage project schedules, budgets, and resources.
- Lead and manage the city/county permit process and the health department approval process.
- Oversee and review the work of junior architects and designers.
- Facilitate communication and collaboration among all project stakeholders.
- Resolve any issues or challenges that arise during the project lifecycle, Reply to RFIs and review submittals.

Key Projects: LHM Megaplex new constructions (70k SF & 64k SF) in Utah; Cinemark Merriam (84k SF) renovation in Missouri.



Senior Architectural Designer, *DRAW Architecture + Urban Design*, Kansas City, MO

Mar.2022- Sep. 2023

- Scheduled project phases and tasks, coordinated with sub-consultants, and supported client interactions.
 - Assisted in coordinating a multi-disciplined team through all project phases, from fee calculation and proposals to permitting.
 - Participated in the elaboration of 4 RFQ/P responses.
 - Mastered IBC 2018 and studied IBC 2021 (focus on Mass Timber); Studied IECC 2021 and IRC 2018/2021.
- Key Projects:** RFP wins for two 190-unit multifamily buildings; PM/PA for a 250,000 sq ft residential/office competition.

Senior Architect, *Majid Seqqat Architectes*, Rabat, Morocco

2018-2022

- Managed a team of six Architects and ten building technicians.
 - Prioritized headcount allocation across up to 33 parallel projects using the Scrum method.
 - Managed client relationships for a portfolio of 23 accounts.
 - Designed architectural layouts for hotels, supermarkets, health centers, and industrial buildings.
- Key Projects:** Managed a 35,000 sq ft office building from competition to CA; Designed a 12,000 sq ft high-end home and a 100,000 sq ft industrial site.

Senior Project Manager, *Patrimonia Management*, Rabat, Morocco

2018-2022

- Owned end-to-end planning and execution of complex real estate projects.
 - Elaborated clients' financial plans and contributed to their sales strategy.
 - Owned tendering process and contract negotiation with suppliers and contractors.
- Key Projects:** PM for a 100,000 sq ft warehouse extension and a 50-building affordable housing district.

Architect – Project Manager, *Majid Seqqat Architectes*, Rabat, Morocco

2017-2018

- Designed tertiary, residential, and industrial projects from sketch to execution.
 - Drafted administrative documents and managed construction permit processes.
- Key projects** included the historical renovation of 1920s residential buildings and the redevelopment of an office building into a 4-star hotel.

Worksite coordinator, *Patrimonia Management*, Rabat, Morocco

2016-2017

Junior Architect, *Agence Benmansour / Agence Architexture*, Rabat, Morocco

2013-2016

Interior designer as a Freelancer, Rabat, Morocco

2015

Intern Architect, *CGI / AAVB / Association Rempart / Agence Zniber*, Rabat, Morocco

2007-2010

LICENSURE AND CERTIFICATION:

Licensure:

- Licensed in Morocco. License No 3938.
- 100% NCARB hours reported.

Certification:

- Currently preparing for LEED Certification
- Woodworks' Mass Timber Boot Camp at the International Mass Timber Conference

AIA Assoc. Number: 40717023

SKILLS:

Computer Skills: Revit, Sketchup, ArchiCAD, Photoshop, InDesign, Illustrator, MS Office, Newforma, Procore

Languages: English, French and Arabic: *Fluent*.