

Rana Ghannoum | Design Manager and Project Coordinator with 3+ Years of Experience

Beirut, Lebanon

Current Position : Remote | Based in Sydney, NSW, Australia

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PROFILE

Languages:

- English-Professional
- Arabic-Native

Key Skills:

- Design Development
- Project Leadership
- Permit Documentation
- Regulatory Compliance
- Coordination

Core Skills:

- Microsoft Office
- BIM and 3D Modeling
- Rendering Skills
- Schematic Sketching
- Client Presentation

SUMMARY OF QUALIFICATIONS

- Dedicated architect with a strong focus on **sustainable and vernacular architecture**, with knowledge of **BASIX certifications** and **environmental impact considerations**.
- Experienced across **residential, commercial, hospitality interior and resort developments** in Australia, Lebanon, Africa, Iraq, and Europe.
- Proficient in **BIM and 3D modeling tools**: Revit, Rhino, and SketchUp.
- Skilled in **photorealistic rendering** using Lumion, Twin motion, and Photoshop.
- Strong project leadership in **design development, client coordination**, and **cross-disciplinary collaboration**.
- Tech-savvy, fast learner, and committed to delivering innovative, sustainable architectural solutions.

WORK EXPERIENCE

DAA group (Head Office: Sydney, New South Wales, Australia)

Project Coordinator

Jan 2025 – Present

- Work remotely with the Sydney-based team, effectively coordinating across time zones and locations.
- Knowledge in National Construction Code (NCC), State Environmental Planning Policies (SEPP), and other local regulations.
- Responsible for lodging development applications (DA) and construction certificates (CC) with councils and private certifiers.
- Lead and manage architectural design projects from concept through to completion, ensuring they meet client expectations, regulatory standards, and budget constraints.
- Serve as the primary liaison between clients, consultants, suppliers, and internal teams, managing client requirements and integrating feedback into the design process.
- Oversee and coordinate all stages of architectural documentation including architectural, structural, traffic certifications, landscape, evacuation plans, and façade packages.
- Supervise junior architects and designers, providing mentorship.
- Ensure compliance with planning regulations and coordinate necessary approvals.
- Identify and mitigate project risks and interface conflicts.

Design Manager and Project Architect

Jan 2024 – Dec 2024

- Lead and mentor teams of architects and designers, fostering a collaborative and innovative work environment.
- Conduct regular performance evaluations and provide constructive feedback to support team development.
- Ensure all design work aligns with client requirements, compliance, and best architectural practices.

- Prepare comprehensive project documentation, including detailed sketches, scale drawings, specifications, and integration of structural and mechanical elements.
- Manage projects through all phases — from concept development to final delivery — maintaining innovation and design excellence throughout.

C-Lab Architects (Beirut, Lebanon)

Interior Design Intern

2023

- Assisted in interior design projects for residential villas, focusing on space functionality and aesthetic design solutions.
- Contributed to restaurant and coffee shop projects such as Lina's and Obi Urban Sushi.
- Worked independently on the interior design for Al Abdallah Restaurant in Iraq, from design visualization and planning to 3D modeling and creating presentation materials.

Spectrum Engineering Consultants (Beirut, Lebanon)

Project Architect and Design Lead

2022 – Nov 2023

(Design Coordination with Galal Mahmoud Architects)

- Spearheaded the design and execution of projects including residential buildings, commercial developments, and masterplans in Lebanon, Africa, and Europe coordinating with GMA architects.
- Developed resort designs in Paros (Greece), Jiyeh, and Batroun (Lebanon) focused on luxury, sustainability, and local character.
- Coordinated with engineers, consultants, and stakeholders to deliver cohesive design packages.
- Led design teams, reviewed deliverables, and ensured workflow efficiency.
- Negotiated design solutions with clients and consultants.
- Managed multiple timelines and produced code-compliant permit drawings.

BATIMAT Architects (Beirut, Lebanon)

Architectural Intern

2019

- Contributed to the restoration and renovation of architectural heritage projects.
- Supported preparation of permit documentation, BOQ reports, and 3D models.

EDUCATION

Bachelor of Architectural Engineering

Beirut Arab University, Lebanon

2022

CERTIFICATES AND ACCREDITATIONS

Certificate of BIM Modeling & Coordination

Autodesk

2023

RIBA Part I Accreditation

Royal Institute of British Architects

2022

Internet and Computing Core Certification

Beirut Arab University

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