

**CRAIG E. PODALAK, II**  
12410 South Nashville Avenue  
Palos Heights, IL 60463-1761

cpodal2@gmail.com  
(Cell) 708/638-3337  
(Home) 708/389-3222

---

**EDUCATION**                      **UNIVERSITY OF ILLINOIS - URBANA/CHAMPAIGN, GPA - 3.73**                      **2006-2012**

- M. Arch                      Masters of Architecture
- M.S.C.E.E.                      Masters of Science in Civil and Environmental Engineering
- B.S.A.S.                      Bachelor of Science in Architectural Studies

**DESIGN PROGRAMS/SKILLS**

- LEED Trained
- AutoCAD
- Revit
- Adobe PhotoShop, Illustrator, InDesign
- 3D Studio Max, Rhinoceros 3D, Grasshopper
- EcoTect, Climate Consultant

**AWARDS RECEIVED**

- TIC (The Illinois Club) - Make-A-Difference Service Scholarship                      Urbana/Champaign
- University of Illinois President Award - Merit                      Urbana/Champaign
- EIC American Institute of Architects Award
- National College Dean's List
- National Society for Collegiate Scholars
- Sigma Alpha Lambda Honor Society
- Eagle Scout Award.    Project : Created Rotating Library for Rehabilitation Facilities
- 12 years Perfect Attendance - Grade School and High School

**EMPLOYMENT**                      **ARCON ASSOCIATES**                      **2012-Present**

**Architectural Team Member, Construction Manager**

- Oversee and manage all construction activities including field labor
- On site responsibilities include meeting time frames and estimated costs of project
- Develop and maintain detailed schedules, daily project log, change orders, punch-list
- Communicate to owner, subcontractors, architects, suppliers, etc.
- Coordinate, schedule and convene meetings with inspection officials
- Confirm quality standards including jobsite, cleanliness, and safety

**STATE OF ILLINOIS, Department of Corrections (217/558-2200 x. 4358)**                      **2011-2012**  
Intern; Sustainability Committee Member, Specification Review, Data Input                      Springfield, IL

**CRAIG A. PODALAK ARCHITECTS (708/389-3333)**                      **2006-2012**  
Intern; Miscellaneous Drafting and Filing, Verification of Field Conditions                      Palos Heights, IL

**RATHS, RATHS, & JOHNSON (630/325-6160)**                      **Summer 2011**  
Summer Intern; Miscellaneous Drafting and Filing                      Willowbrook, IL

**ST. THOMAS MORE HIGH SCHOOL (217/721-6680)**                      **2008-Present**  
Volleyball Coach                      Champaign, IL

**115 BOURBON STREET (708/388-8881)**                      **2008-2012**  
Server; Food/Drink Distribution, Replacement of Supply Inventory                      Merrionette Park, IL

**UNIVERSITY OF ILLINOIS**                      **2007-2010**  
Volleyball Summer Training, Big 10 Referee                      Champaign, IL

**PREMIER CONSTRUCTION (708/772-4500)**                      **2005-2007**  
Construction Laborer                      Orland Park, IL

**INTERESTS**                      **VOLLEYBALL**

- Beach and Indoor Leagues
- University of Illinois  
Gold Medal, All-American National Collegiate Libero (2008), Individual Award  
3rd Place (or higher) at National Competition (2008, 2009, 2010, 2011), 300+ teams

**TRAVELS** - Architectural Tours, Buildings and Galleries

- United States, Canada, Mexico,
- Europe (France - Paris, Versailles; The Netherlands - Amsterdam; Belgium)

**REFERENCES**                      Will be provided upon request.