

Anne Godinet-Milbank
Curriculum Vitae



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architectagm

Technical Skills:

- Design - Architecture, Master planning, Urban Design, Interiors (all building typologies)
- Technical Report Writing
- Presentations and public liaison
- Proposal Development
- Project Planning and implementation
- Procurement
- Research and Development

Professional Skills:

- Creativity
- Teamwork
- Communication
- Problem Solving
- Critical thinking
- Decision making
- Adaptability

IT Skills:

- MS Office
- Autocad
- Revit
- Adobe Suite

Education :

PhD Architecture (partially complete)	University of Auckland Auckland, NZ	2013 -2014
Masters in Architecture (Distinction)	Unitec Institute of Technology Auckland, NZ	2010 -2012
Bachelor of Architecture (part time)	Unitec Institute of Technology Auckland, NZ	2003 -2011
Bachelor of Architecture	Unitec Institute of Technology Auckland, NZ	1998 - 2000
Bachelor of Spatial Design	Auckland University of Technology Auckland, NZ	1993 - 1996

Papers:

Austin, M., and Milbank, A (2012). *Archipelago Architecture: Housing for Polynesians in Auckland*. Stuart King and Stephen Loo 756 -66. Fabulations

Milbank, A (2013), *Lepea - that model village in Samoa*. Alexandra Brown and Andrew Leach, Open

Milbank, A (2014), *The Samoan Fale and Disaster Risk Reduction in the Built Environment*. Workshop on the Revitalisation of Indigenous Architecture and Sustainable Building Skills in the South Pacific

Employment:**United Nations Development Programme - Samoa MCO**

April 2018 - December 2019

Position: Chief Technical Advisor - Green Climate Fund**Vaisigano Catchment Project**Responsibilities and Achievements:

- Provided technical advice to the donor and Government of Samoa through the project
- Worked with implementing agencies to develop terms of reference for procurement of consultants and construction services.
- Developed execution plans for implementing agencies manager
- Reviewed technical deliverables for all implementing agencies and provided feedback and advice to improved implementation and contract delivery.
- Procurement advice
- Quality control and technical oversight
- Provide technical advice with regards to budget and timing restraints of the project
- Strategic planning to ensure timely delivery of activities
- Liaison with donors, implementing agencies and consultants to ensure an efficient flow of information and data

United Nations Development Programme - Samoa MCO

March 2017 to present

Position: Programme Analyst DRR/DRM RESPACResponsibilities and Achievements:

- Coordinated UNDP response to Cyclone Gita, including liaison with DMO and response agencies, head office and other donors
- Manage Samoa MCO parish activities for regional project RESPAC Disaster Resilience in Pacific SIDS
- Coordinated with Tokelau office to establish AWS and metrological office
- Managed contract and execution of early warning siren system for the Vaisigano River as part of the GCF project
- Worked with the Samoa Chamber of Commerce for the localisation of the PIPSO "Stay Open" resilience package for small businesses

- Provided technical advice during the relocation of the Samoa MCO in Matautu to ONE UN House in Tuanaimato
- Coordinated 7 school tsunami drills along the south east coasts of Upolu as part of the Japan funded 90 Drills in collaboration with DMO
- Liaises with Environmental Subsector on construction issues

Ministry of Works Transport and Infrastructure - Government of Samoa

Feb 2015 to March 2017

Position: Assistant Chief Executive Officer - Asset Management Building Division

Responsibilities and Achievements:

- Oversight of Building Permit and Inspection Operations (8 staff)
- Design Annual budget for the division and determine Key Performance Indicators and
- Devise Annual workplan based on Key Performance Indicators
- Manage staff performance through performance plan and feedback
- Provide input on the revision of the Strategy for the Development of Samoa 2016 - 2020
- Technical advice to Government Ministries
- Procurement advice for Government Ministries
- Technical Advice for Donor funded Project Committees - Samoa Tourism Authority
- Adaptation to Climate Change
- Liaise with Environmental Subsector on construction issues
- Coordinate community liaison for the Sanitation Subsector
- Devise public awareness programmes for Build Back Better and Sustainable Development
- EWACC Project - GEF Funded
- Revised Operational Procedures for Inspections and Permit Processing
- Introduced Digitised Database
- Gained donor funding for Training opportunities for staff
- Liaise with external donors to provide additional funding for Building Code and Regulations

United Nations Development Programme: Cyclone Evan Shelter Reconstruction Project - Samoa

March 2014 - December 2015

Project Manager / Technical

Advisor Responsibilities

and Achievements:

- Responsible for the design and implementation of the Cyclone Evan housing reconstruction project.
- Managed negotiations regarding access to staff and information with Samoan Government Agencies
- Led fieldwork devised, forms and criteria for the selection of assistance recipients
- Designed DRMH Disaster Resilient Model House with structural engineer and worked with local construction consultants
- Interfaced with UN Habitat in their work on the revision of the National Building code

- Supervised the preparation of submissions to cabinet approval in coordination with the Ministry of Works.
- Completed project , 36 houses and 20 rainwater harvesting systems within the proposed timeframe and on budget
- Devised online coordination of recipients with implementing partner ADRA using open sourced software (Google Maps)
- Conducted extensive vulnerability/needs assessment to verify recipient eligibility.
- Liaised with implementing partner ADRA in the execution of the project ensured targets and quality of workmanship were met before payments were forwarded.

United Nations Development Programme: Cyclone Evan Recovery Project

May 2013 - Oct 2013

Recovery Programme Officer (Intern)

Responsibilities and Achievements:

- Responsible for the implementation, approval and execution of payments to government agencies for post disaster cleanup and support in their recovery projects.
- Negotiated logistics and payments with donors of donated goods and services during the post disaster clean up.
- Coordinated ICT funding for the Post Disaster Needs Assessment
- Identified, in cooperation with government agencies, post disaster clean up works in need of financial support.

Unitec Institute of Technology, Auckland, New Zealand

August 2010 - August 2012

Lecturer/Studio Tutor

Responsibilities and Achievements:

- Writing coursework and assessment frameworks for degree courses, Bachelor of Architecture, Bachelor of Landscape Design
- Teaching design component of the Bachelor of Architecture
- Delivering Lectures on Polynesian Architecture to graduate and undergraduate courses
- Pacific student liaison and mentoring
- Coordinating course evaluation
- Marking work and providing written feedback
- Course moderation
- Coordinating of Maori Pacific learning components in coursework
- Preparation of reports for external course evaluation

Jasmax Architects, Auckland, New Zealand

August 2005 - August 2009

Project Architect

Responsibilities and Achievements:

- Worked as part of the Education division in one of the largest architecture firms in New Zealand. Main client was the Ministry of Education New Zealand
- Project architect/ client interface for secondary school gymnasium and sports grounds based on a campus style new modality of teaching
- Writing of technical specifications and implementation of new software within projects
- Supervision of reporting and post occupancy evaluations during post construction defects period.

Design Tribe Architects, Auckland, New Zealand

October 2004 - June 2005

Project Architect

Responsibilities and Achievements:

- Lead consultation with local Maori stakeholders on the construction of a childcare centre on tribal land
- Lead the planning of the results based framework for local Maori stakeholders and the Ministry of Education during design phase.

Allies and Morrison Architects, London, United Kingdom

June 2001 - June 2003

Designer/ Architect

Responsibilities and Achievements:

- Royal Festival Hall, London
 - Remodelling of Poetry Library, Refurbishment of toilets and interval bars.
- Bankside 123, London
 - Planning Submission and Amendments. Core design and services coordination. General design development to stage D (first stage tender)
- Kings Cross Masterplan, London
 - Design developments towards planning submission. Production of public consultation document.

Designtech and Engineering, Apia, Samoa

March 1995 - January 1998

Designer/ Project Manager

Responsibilities and Achievements:

- Lead designer and project manager of predominantly furniture and interior fit-outs for international aid funded projects in the Apia area
- National University of Samoa (NUS) Redesigned furniture proposed by client to suit Samoan learning environment, skill base and available materials and technology.
- Managed construction timeline for the production and installation of furniture for the NUS funded by JICA Japan International Corporation Agency.
- Lead quality assurance in coordination with client and donor recipient. Interfaced between local construction companies and Japanese contractors.

Referees

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