

İNCİ BORA

ARCHITECT

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PROFESSIONAL PROFILE

I take charge of coordinating and managing all processes—from schematic design through final handover—in projects of varying scales and functions. I organize and align project teams and maintain clear, proactive communication with clients and contractors to ensure progress against budget, schedule, and quality targets. By overseeing technical alignment between design decisions and on-site execution, I help deliver projects that are sustainable, functional, and goal driven.

EDUCATION

ISTANBUL TECHNICAL
UNIVERSITY
FACULTY OF
ARCHITECTURE
2009-2014

LÜLEBURGAZ
ANATOLIAN HIGH
SCHOOL
2005-2009

TECHNICAL SKILLS

AutoCad
SketchUp
3ds Max
Adobe Photoshop
Adobe Illustrator
Microsoft Project
Microsoft Office

LANGUAGES

ENGLISH (C1)

PORTFOLIO

incibora.com



PROJECT MANAGEMENT SKILLS

DESIGN & PLANNING

- Feasibility Studies and Site Analysis
- Space Planning and Layout Design
- Multidisciplinary Design Review
- Compliance with Technical Specifications
- Budget Development and Investment Budget Management

BIDDING & TECHNICAL EVALUATION

- Tender Management and Bid Evaluation
- Contractor and Supplier Contract Review
- Risk Management and Quality Assurance
- Quality and Cost Clause Analysis

EXECUTION & SITE MANAGEMENT

- Project Scheduling and Time Control
- Site Inspections and Technical Surveys
- Shop Drawings and BOQ Preparation
- Progress Payment Certification
- Maintenance and Renovation Planning

PROJECT DEVELOPMENT & COORDINATION

- Concept Development in Line with Brand Strategy
- Visual & Quantitative Project Reporting
- Stakeholder Communication & Coordination
- Operational Integration & Procurement Tracking

PROJECT TYPE

- HOTEL
- RESTAURANT

EXPERIENCES

DİVAN TURİZM İŞLETMELERİ

2023 – 2025

ARCHITECT / PROJECT MANAGER

- Conduct technical infrastructure inspections and fixed-asset audits for acquired or leased locations
 - Oversee architectural, furniture, mechanical, electrical, lighting, and landscape design workflows
 - Manage professional kitchen design projects for hotels and restaurants
 - Guide project teams and oversee project control activities based on requirements from all relevant hotel and food & beverage operations departments
 - Develop detailed project schedules and monitor timeline adherence
 - Investment budget management covering all disciplines
 - Organize and manage tender processes, from Requests for Proposal (RFP) through bid evaluation
 - Track construction progress and progress payment applications
 - Perform regular superstructure inspections in accordance with construction and superstructure drawings
 - Organize and lead coordination meetings with all project stakeholders
- Akaretler Divan Hotel – 15.000 m2
 - Kanyon Divan Pub – 600 m2
 - Medicana Divan Cafeteria – 300 m2
 - Ataşehir Divan Pub – 300 m2

MARS SPORTİF

2017 – 2023

DESIGN & PROJECT DEVELOPMENT MANAGER

- FITNESS AREA
 - SPA
 - OFFICE
- Conduct site surveys and feasibility studies, prepare space planning proposals, and develop investment budgets
 - Develop architectural, mechanical, electrical, and lighting design documentation, and coordinate interdisciplinary teams
 - Monitor site progress, control project schedules, and coordinate operational procurement
 - Manage renovation and refurbishment processes for existing facilities
 - Produce 3D models and layout proposals for concept presentations (MAC One, Nuspa, MAC Xfit, MAC BX, MAC Loop)
 - Lead corporate head office renovation projects, overseeing design development, project documentation, tender management, and site execution
- **MACFIT:**
Yenibosna (1100 m²), Markantalya (1280 m²), Arenapark (1173 m²), Cengelköypark (1125 m²), Maltepe Piazza (1400 m²), Bodrum Midtown (1150 m²), Üsküdar Nevçarşı (1150 m²), Kazasker (1000 m²), Pashador (1237 m²), Demirören (1365 m²), Göztepe Loft (1037 m²), Kale Center (840 m²), Akaretler (738 m²), Nişantaşı Lotus (1040 m²), Balçova Kipa (1400 m²)
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- **MAC ONE:**
Emaar Square (1475 m²), Vadistanbul (1549 m²), Akmerkez (1370 m²), Brandium (2933 m²), Zorlu Center (1800 m²), Göktürk (1470 m²)
 - **NUSPA:**
Emaar Square, Anadolu Hisarı, Ataköy Aplus, Ortaköy Lotus
 - **RENOVATIONS:**
Mac Gmall (1400 m²), Mac Ataköy Aplus (3000 m²), Mac Ortaköy Lotus (3500 m²), Mac Panora (3800 m²), Mac Suadiye (1200 m²), Macfit Mall of İstanbul (1500 m²), Macfit Podyumpark (1300 m²), Macfit Asmaçatı (1600 m²), Macfit Ankamall (1200 m²), Macfit Demirören (1665 m²)

PDG MİMARLAR

2016 – 2017

ARCHITECT

- RESIDENTIAL
- MULTI USE AREA
- Prepare working drawings for architectural projects of varying scales
- Coordinate project teams in accordance with client requirements
- KentPlus Yalova, Wellness SPA Resort
- Balıkesir Baltok Toplu Konut
- Fatih Sultan Mehmet Üniversitesi Eyüp Vakıf Merkezi Binası

MATU İSTANBUL

2014 – 2016

ARCHITECT

- BAKERY
- RESTAURANT
- CAFE
- RESIDENTIAL
- Conduct concept development for office, residential, and café projects; prepare working drawings at various scales and levels of detail; manage site operations
- Backhaus Merter Production Facility
- Backhaus Göktürk
- Backhaus Galatasaray Stadium
- Sıdıka Restoran Moda
- Efe Rakı İzmir Factory Tasting Lounge
- Green Beans Coffee
- KK House Dragos
- Residential Projects: Nergis Apt, Nuh Apt, Aslan Apt, Sadıkkaptan Apt

NORD MİMARLIK

2013 – 2014

ARCHITECT

- RESIDENTIAL
 - OFFICE
 - Develop concept designs and prepare working drawings for residential and office interior projects; oversee site progress
 - Santral Apt
 - Antonina Turizm Harbiye and Osmanbey Office
 - Duran House
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