

SAM SMITH, LEED GA

123 Any Street ▪ Any Town, USA 12345

Mobile Telephone: 123.456.7890 ▪ Home Telephone: 123.456.7890 ▪ Email: samsmith@hotmail.com

CUSTOMER-DRIVEN CONSTRUCTION MANAGER, SUPERINTENDENT & ENGINEER

PROFESSIONAL PROFILE

A multifaceted, self-directed, and solutions-focused Project Manager, Superintendent, and Engineer offering 20 years of wide-spread industry training and practical, on-the-job construction coordination experience in a variety of commercial and industrial environments. Recognized as a performer, able to manage multiple responsibilities simultaneously, proactively resolve issues, and consistently exceed established goals and objectives. Team-player accustomed to working under fast-paced, high-volume, time-sensitive conditions. Propensity to establish and maintain solid relationships with co-workers, clients, management, and project principals. Effective and decisive motivator, trainer, and communicator with “hands-on” management style and a proven reputation in increasing organizational efficiency and conformance. Strong qualifications in problem-solving and personnel development. Exceptional interpersonal, analytical, and troubleshooting skills. Microsoft Office, P3, Suretrak, AutoCad, and proprietary project management software proficient.

CORE COMPETENCIES

- *Project Planning/Scheduling*
- *Vendor Sourcing & Selection*
- *Quality Assurance Standards*
- *Job Cost Analysis/Forecasting*
- *Change Order/Rate Negotiation*
- *Operational Management*
- *Building Design/Coordination*
- *Staff Supervision & Oversight*
- *Cost Productivity/Containment*
- *Safety/Code/OSHA Enforcement*
- *Customer Relations/Satisfaction*
- *Budget/Resource Administration*
- *Materials/Inventory Management*
- *Lift Drawing Preparation/Layout*
- *Subcontract Writing/Management*

DESIGNATIONS

- Accredited Leadership in Energy and Environmental Design Green Associate (LEED GA)
- OSHA 30 Hour Certification ▪ Transportation Workers Identification Credential (TWIC)

EDUCATION

Bachelor of Science in Engineering and Construction Management
Arizona State University, Tempe, Arizona

PROFESSIONAL CHRONOLOGY

ABC Company Construction Manager, ABC National Laboratory	Any Town, USA	Aug. 2009 - Present
ABC Company Project Manager, ABC The Plaza (Mar. 2006 - Dec. 2008) Assistant Superintendent, The Plaza Any Town (Jul. 2004 - Mar. 2006)	Any Town, USA	Jul. 2004 - Dec. 2008
ABC Company Structure Project Manager, ABC College Hall (Sept. 2003 - Jul. 2004) Structure Project Manager, ABC College (Nov. 2002 - Sept. 2003) Project Manager/Engineer, ABC Resort and Hotel (Sept. 2000 - Nov. 2002/Sept. 1999 - Aug. 2000) Assistant Superintendent, ABC Raceway (Jul. 2000 - Sept. 2000) Project Engineer, ABC Center Arena (Mar. 1998 - Sept. 1999) Project Engineer, ABC Arena (Aug. 1997 - Mar. 1998) Field Engineer, ABC Parking Structure (Dec. 1996 - Aug. 1997)	Any Town, USA	Dec. 1996 - Jul. 2004
ABC Company Superintendent, ABC Engineering Laboratory (Oct. 1995 - Dec. 1996) Project Engineer/Superintendent, ABC Toll Road (Jul. 1993 - Oct. 1995) Field Engineer/Superintendent, ABC Observatory (Sept. 1992 - Jul. 1993) Field Engineer, ABC Observatory (Dec. 1991 - Sept. 1992) Field Engineer/Scheduler, ABC Int'l Airport - Main Terminal (Jul. 1989 - Dec. 1991) Field Engineer, ABC Airport - Terminal 4 (Jun. 1988 - Jul. 1989)	Any Town, USA	Jun. 1988 - Dec. 1996

KEY QUALIFICATIONS/HIGHLIGHTS OF PROFESSIONAL EXPERIENCE

- Specialized in construction of high-profile commercial and industrial projects ranging from \$1M to \$270M.
- Provided leadership to carry out organizational goals and directives; achieved excellence in customer service and ensured continued success, innovation, and company growth.
- Performed accurate and timely reporting of project(s) status including adjustments for market changes and planning in compliance with strategic mission/plan; achieved and/or exceeded profit goals on every project.
- Supervised teams of up to ten (10) including Field Engineers, Project Engineers, and Superintendents; collaborated closely and cooperatively with the Finance Department, Business Development, and Superintendent.
- Presided over and managed multiple assignments, superintendents, and subcontractors; supervised trade partners, scheduled and coordinated projects, enforced quality standards, and met deadlines.
- Read, analyzed, and interpreted financial and legal documents; communicated effectively orally and in writing with customers, clients, employees, subcontractors, and other experts/project principals as needed.
- Estimated projects and performed bids; organized job sites and ordered and coordinated the delivery of materials and equipment.
- Operated within established budget to purchase goods, maintain equipment, and hire subcontractors.
- Coordinated with engineers, architects, decorators, and subcontractors; motivated and managed labor force, instituted and enforced productivity standards, and monitored quality of work.
- Enforced adherence to safety procedures and applicable laws.

PRIMARY PROJECTS

- Managed the \$5M installation of ABC Monitors; coordinated between contractors and owner on field issues, reviewed subcontractor pay applications and change order requests, and evaluated all field work for acceptance by owner.
- Oversaw the new design/build of a \$90M, fifteen (15) story and a \$150M twin fifteen (15) story luxury condominium complex; coordinated architect and design engineers on design development for the structure, MPE, and finishes, bid on and awarded structure, site, and finish work, reviewed subcontractor pay applications and change order requests, wrote subcontracts for structure, site, and finish work, managed MPE and finish subcontractors, liaised between subcontractors and designers on field issues, managed testing agency's field staff, and supervised field engineers.
- Spearheaded the structural concrete for a \$75M project of two (2) new ten (10) story dormitories; prepared lift drawings for cast-in-place structure using AutoCad, supervised cast-in-place work, and managed rebar, masonry, earthwork, and structural steel subcontractors.
- Directed the \$35M design and build of a Research Lab, Classrooms, and Administrative Space; prepared lift drawings for cast-in-place design-build structure, supervised self-preformed cast-in-place concrete work, managed rebar and structural steel subcontractors, and coordinated survey crews for structure and site work.
- Project Manager/Project Engineer for a \$110M, 520 Room Resort; performed formwork and false work design and layout, reviewed lift drawings for cast-in-place structure, supervised self-preformed cast-in-place concrete work, managed rebar, masonry, pile driver, and structural steel subcontractors; coordinated survey crews for structure and site work, performed pre-construction value engineering and formwork and false work design and layout.
- Appointed Superintendent for a \$1M renovation of 450 Tack Rooms at the ABC Raceway; supervised PCL crews and subcontractors.
- Project Engineer for a \$270M, 20K Seat Arena; reviewed lift drawings for cast-in-place structure, supervised self-preformed cast-in-place concrete work, and coordinated rebar subcontractors.

SPECIALIZED TRAINING

- Leadership & Risk Management Seminars, ABC Construction Services
- Falsework/Shoring, Scheduling, and Superintendents Seminars, ABC Company

References and Supporting Documentation Furnished Upon Request