

# JOHN Q. PUBLIC

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## CONSTRUCTION MANAGER

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Seasoned, highly organized construction professional with over 17 years of industry experience which includes residential, commercial, industrial, and government projects. Knowledgeable of OSHA regulations and accident prevention techniques. A demonstrated talent for analyzing problems and implementing innovative solutions. Ethical decision-maker with a proven ability to excel in challenging and competitive environments. Accustomed to meeting deadlines within a team-oriented framework.

### Key Proficiencies Include:

- Project Coordination
- Record Drawing
- Planning and Design Review
- Project Scheduling
- Quality Control
- Proposal Negotiation

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## PROFESSIONAL EXPERIENCE

ACME CONSTRUCTION CORPORATION – Dallas, TX

### **Assistant Operations Manager**

**2005 - Present**

Coordinate and supervise the installation of over 7,000 temporary housing units in Texas for the FEMA Post-Wilma Temporary Housing Project. Manage a team of up to 275 personnel. Allocate all construction personnel and oversee company Quality Assurance / Quality Control programs. Meet and coordinate with all subcontractors in all counties of responsibility. Interview, hire, and train personnel. Produce and forward daily production reports.

- Significantly streamlined the installation and set-up process for travel trailers, park models, and mobile homes from seven days to one.
- Reduced the man hours required for QA / QC on installations from six hours to less than one to ensure compliance with the contractual obligation to deliver an occupancy-ready product.

PORTER SYSTEMS, INCORPORATED – Raleigh, NC

### **Project Supervisor**

**2002 – 2005**

Served as the Carpenter Supervisor on federal government / military and private sector projects in North Carolina with contracts ranging from \$500,000 to over \$20 million. Managed projects which included the United States Army Atlantic Ground Operations Center renovation and upgrade project at Dunham Army Base (asbestos remediation, renovation and upgrade in a 110,000 square foot hangar), the Carnegie Center (phases 2-4 at Hangar 7), Command Center Renovation, and the 110 Building renovation.

SOLEIL REFINISHERS, INCORPORATED – Dallas, TX

### **Supervisor**

**2000 – 2002**

Coordinated with local elevator companies to construct and renovate high-end elevator cabins for hotel, condominium and private residential properties. Supervised field inspections, design, materials acquisition, fabrication and cabin installation. Managed projects for major clients who included Holiday Inn, Marriott, Outrigger, Bertram Boats, the Rice University, and Texas Tech University.

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JONES BROTHERS, INCORPORATED – Dallas, TX

**Project Carpenter**

**1997 - 2000**

Performed hands-on supervisory duties for a local construction company specializing in the erection of light gauge metal frame buildings and homes.

KCS CONSTRUCTION – Ft. Worth, TX

**Construction Manager**

**1997 - 2000**

Teamed with private individuals and corporations to oversee project management assignments for small to medium sized construction projects. Analyzed blueprints and developed proposals.

CLARK CONSTRUCTION – Dallas, TX

**Supervisor / Lead Carpenter**

**1990 – 1997**

Performed planning, scheduling, budgeting, quality control, materials acquisition and human resources management for a major Texas construction entity. Communicated with various teams in the areas of architecture, structural engineering and the trades. Served as the primary liaison between clients and project personnel. Provided in-depth knowledge on all phases of construction from site preparation to foundation forming, framing and finish. Performed wood and metal framing. Coordinated projects that included new commercial construction and historic residential / commercial property restoration.

- Appointed to the position of Corporate Safety Officer in 1992; led the team that devised new company safety procedures required and ensured compliance with OSHA safety requirements.

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**EDUCATION**

**Bachelor of Science in Construction Engineering**

University of Houston ~ Houston, TX ▪ 1990

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**SOFTWARE SKILLS**

Constructware ▪ UDA Construction Office ▪ Sage Timberline Office  
MS Word ▪ MS Excel ▪ MS PowerPoint ▪ MS Access ▪ MS Publisher

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**PROFESSIONAL ASSOCIATIONS**

American Underground Construction Association

American Subcontractors Association

Associated General Contractors of America

American Institute of Constructors