

Michele Zuffi

Construction Executive/Project Executive

City, State | 000-000-0000 | email@email.com

Summary

19 years of diverse general management, operations, construction, finance, sales, and marketing experience with regional and national real estate development, construction, and professional service firms. Civil Engineer M.B.A. with distinction particular expertise in, real estate development, operations, land acquisitions, management, strategy, construction, sales, marketing, and leasing. Financial planning, capital investment budgeting, and pricing. Strategic planning, business development, and market analysis. Recruiting, training, mentoring, and management of interdisciplinary teams.

Work experience

2016-12 - Present

Project Executive

Fluor Corp

- Lead all aspects of construction for a \$55 million internet data center.
- Deliver fast-track projects on time, within the budget, and of the highest quality for the largest client that is the number one internet data center provider in the world.
- Oversee and support construction, scheduling, accounting, billing, finance, legal, project management systems, and project managers.

2014-01 - 2016-11

Project Executive

Turner Construction

- Managed and led a \$925 million design/build resort/retail/gaming expansion.
- The Project included a 922 key four-star hotel, specialty venues by House of Blues as well as a state-of-the-art spa, fine dining, and retail spaces.

2006-10 - 2013-09

Project Executive

Skanska

- Managed and led four direct and teams of several hundred indirect reports on a \$750 million design/build the pharmaceutical facility.
- P&L responsible for the design, pre-construction functions and construction management activities of QA/QC laboratories, administrative complex, and data center.

2003-01 - 2006-10

Project Executive

Bechtel Corp

- Led the entire development process for 22 multimillion-dollar planned unit development.
- Led feasibility, land acquisition, zoning approvals, permitting, pre-development activities, finance, sales, marketing, community design, leasing, construction delivery, project quality, project staff, HOA management, turnover, and stabilization.
- Led most profitable planned community in Kettler in 2007, which received an award for the best-selling community in the Washington, DC area by Hanley Wood.
- Managed projects' concept plan, due diligence, design development, financing, marketing, contract and change order negotiations, and construction of entire community development including amenities, signage, building guidelines and specifications.
- Negotiated with landowners, builders, contractors, state and local jurisdiction officials, attorneys, lenders, and consultants.
- Coordinated and supported Finance Department with obtaining pre-construction and construction debt, equity, joint ventures, investors, closings, due diligence, and settlement documents.
- Planned, coordinated, analyzed, and managed project performance. Implemented successful communities on time, on the budget, and of the highest quality.

Education

2000 - 2002

Master of Business Administration

University of Florida

Skills

Project Management

Business Development