

# ELAINE CAMERON

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## CONSTRUCTION PROJECT MANAGEMENT

*~ Specializing in Residential and Light Commercial ~*

Results-oriented and hands-on construction and development professional **with more than 15 years of expertise** in all facets of the construction industry. Verifiable track record for the successful completion of multimillion dollar projects through coordinating trades, developing partnerships, and building positive rapport with architects, engineers, local officials, vendors, and clients while maintaining costs. Well-versed in contract negotiations, project estimating, impending design issues, document preparation, building code regulations, material procurement, and site management through certification of occupancy.

### Areas of Expertise Include:

- Leadership & Team Building
- Permit & Building Codes
- Construction Planning & Scheduling
- Critical Path Project Management
- Budget Analysis
- Quality Control Management
- Workplace Safety & Compliance
- Organization & Time Management
- Vendor & Materials Management
- Estimating & Job Costing

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## EMPLOYMENT HISTORY

ABC Construction Limited – Somewhere, AB

1985 – Present

### Construction Site Manager

*Largest construction company in the somewhere area with an annual revenue of more than \$10M; employee population of approximately 300 skilled trades professionals.*

Plan, organize, and manage the overall residential and light construction development. Oversee design and blueprint review and analysis of projects, preparation of construction documents, bidding, negotiations, sub contractor selection, material purchasing, project budget, building code compliance, project development, quality control, and certification of occupancy. Effectively supervise a diverse crew of 60 skilled trades workers.

### Selected Projects & Accomplishments:

- Quickly recruited to assist superintendent in troubleshooting structural issues during the construction of a 100,000 square foot school. **Project completed two weeks early and 5% under budget.**
- **Completed \$7M, 60-unit luxury condo one week early;** met 90-day deadline challenge with 25 days of rain.
- **Supervised the construction of 50,000 square foot warehouse.** Completed within deadline despite extensive material delays, architectural design challenges, and unforeseen sub contractor union disputes.
- **Detected numerous design issues with a 150,000 square foot long-term care hospital.** Brought project in on time and within budget.
- **Achieved 100% project deliverable completions** while meeting strict deadlines and budget requirements.
- **Submitted 600+ bids annually, securing more than 75%.**
- **Reduced survey time by 50%** through the introduction of new instruments; expenditure recapped in two jobs.

*Continued...*