

# April Gallagher

## Civil engineer resume

### AREAS OF EXPERTISE

*Planning regulations*

*Health & Safety*

*Wind farms*

*Contract administration*

*Bid tenders*

*Feasibility studies*

*Large scale excavations*

*Procurement*

*Technical documents*

*Auto CAD*

### PROFESSIONAL

*Advanced First Aid*

*German Speaker*

### PERSONAL SKILLS

*Analytical skills*

*Writing skills*

*Confident communicator*

*Superb organiser*

### PERSONAL DETAILS

### PERSONAL SUMMARY

An experienced civil engineer who possesses the required level of strong initiative, motivation and drive needed to achieve long-term success. April has a proactive approach to career development, and is willing to travel to project sites around the world, including remote environments with limited communications or logistical support. Having a long track record of always contributing to continued business improvement processes of her employers and to the meeting of a projects objectives. She is currently looking to join a dynamic company of motivated and hardworking professionals who are committed to delivering high quality engineering and environmental services.

### WORK EXPERIENCE

*Construction Company • Coventry*

CIVIL ENGINEER      June 2010 – Present

Responsible for managing and executing projects, including time and budget management and quality control. As well as delivering projects successfully and being accountable for project planning and direction.

#### Duties:

- Assisting in the supervision of civil, building works or services contracts.
- Challenging structural architects in terms of proposed solutions i.e. construction cost, technical requirements, sustainability, suitability or quality.
- Delivering assigned tasks for airport design & infrastructure development projects .
- Surveillance and review of structures, design plans and drawings.
- Preparing and reviewing documentation for regulatory approvals and contract issues.
- Preparation of drawings, reports and specifications.
- Ensuring compliance with all project QA procedures and requirements.
- Sustaining client relationships and developing new business.
- Preparation of bids and monitoring of project costs and progress.
- Liasing with clients and sub-consultants.

*Construction Company • Walsall*

TRAINEE CIVIL ENGINEER      April 2010 – June 2010

### KEY SKILLS AND COMPETENCIES

- Extensive LT skills, and able to use these to input, manipulate, extract and present information.
- Undertaking inspections, data collection and supervising construction of work.
- Level headed, diplomatic approach to working with others.
- Experience of environmental design and management, including all aspects of water supply and management for mine sites.
- Designing and developing projects and programmes of maintenance work.
- Able to lead technical teams, and provide project strategy and direction to them.
- Knowledge of computer drafting software.
- Able to mentor graduate engineers.