SPENCER FERMO

Spencerfermo17@gmail.com | Bellingham, WA | (425) 280-2937

**——** S K I L L S & S T R E N G T H S **——————————————————————————————**

⦁ Adaptable & agile learner ⦁ Proficient in Microsoft Office Programs

⦁ Proficient in Power BI/Power Query ⦁ Strong verbal and written communication skills

⦁ Self disciplined & motivated ⦁ Team communication skills & collaboration

⦁ Can delegate accordingly ⦁ Critical analysis of standard processes

**——** E X P E R I E N C E **————————————————————————————————————–**

**Project Cost Controller** Overseeing and project managing of financial elements of a construction E2 Optics, Denver, CO project to ensure that scope of work is completed within budget and *Feb 2023 - Present*financial resources are effectively allocated.

⦁ Tracking of site expenses and monitoring of financial data to identify cost discrepancies or areas where costs may exceed contract values.

⦁ Assists more experienced personnel with risk assessments, developing mitigation plan and refining the business case, as well as scheduling and change management.

⦁ Collaboration with site management team to collect key data points with which to build accurate financial forecasts of future project costs.

⦁ Regular reporting and metrics to project managers detailing budget variances, cost trends, estimated to complete and overall financial performance of projects.

⦁ Communicates plan changes and recovery plans to ensure commitment to stakeholders.

**Internship Coordinator** Project manager role composing an experience that cultivates growth for

Makanalani, Kauai, HI young volunteers through diverse service in christian community

*Oct 2021 - May 2022* ⦁ Host meetings with interns, collaborate with executive team, and work

with managers to meet the needs of service sites and coordinate intern schedules.

⦁ Lead development of recruiting, primary contact for new candidates, engagement with applicants in the hiring process, and training of interns.

**Makanalani Intern Leader** Leading volunteers in service work and in communal living to upkeep Makanalani, Kauai HI the posterity of The Makanalani Ministry on its farm property, delegating/ *Sep 2020 – Sep 2021* training of various agricultural tasks to peers

**Lumber Floor Associate** On-floor upholding of lumber yard logistics and customer assistance

Home Depot, Bellingham WA through safe operating of forklift to fulfill orders, prepping product to

*April 2020 – Sep 2020* satisfy customer needs and hospitable customer engagement

**Low Voltage Technician** Telecommunications contribution to development of Facebook data center E2 Optics, Eagle Mountain UT via the handling of cable fiber optics, maintaining of on-site safety

*Jan 2020 – March 2020* standards adjacent to other trades and quality inspection of site materials.

**Software Engineer Intern** Developing software programs to improve the quality of Outlook Email

Microsoft, Redmond WA services, working in anindependent work environment, utilizing

*June 2017 – Sep 2017* leadership and resources

**——** E D U C A T I O N **—————————————————————————————————————**

**University of Washington, Seattle WA** *Sep 2017 – Dec 2019*

Undergraduate Math & Physics