

TODD KELLY

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OBJECTIVE

I am looking for full time, permanent employment as a carpenter in an environment where I can apply the skills and experience I have acquired throughout my career working on diverse projects.

QUALIFICATIONS

- Experience working in all areas of carpentry from structural to finishing
- Strong organizational, project management, interpersonal and communication skills
- Self-motivated
- Work well in a team environment as well as individually
- Completed various safety and training certifications

EMPLOYMENT HISTORY

Local 93

February 2008 – Present

Carpenter

I have worked since 2008 with the Carpenters Union Local 93. As an employee of Local 93. I have had the opportunity to work on various projects including:

- East Block Rehabilitation (Parliament Hill)
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- National Arts Center Rejuvenation
- Bayshore Shopping Center Renovation
- RCMP Headquarters
- Royal Canadian Mint
- Ottawa University

Throughout my time with Local 93 I have had the opportunity to work in positions with a number of local companies including the following:

Tower Scaffold Services Inc.

June 2019 to Present

General Carpenter

In this position I am responsible for completing various scaffolding projects at East Block on Parliament Hill. My responsibilities include:

- Maintaining project schedules
- Estimating and planning (time, material and resources)
- Providing material take offs
- Managing and executing change requests
- Training apprentices and other team members
- Performing quality control

- Coordinating schedules and working with other trades

Newtech Installation Inc.

January 2018 to October 2018

General Carpenter

In this position I was responsible for managing small teams of carpenters to complete various rooms within West Block at Parliament Hill. My responsibilities included:

- Managing small teams of carpenters and apprentices
- Maintaining project schedules
- Estimating and planning (time, material and resources)
- Providing material take offs
- Managing change requests
- Managing manpower
- Training apprentices and other team members
- Performing quality control
- Coordinating schedules with other trades
- Installing cabinets and millwork
- Installing custom paneling
- Installing trim, crown moldings and baseboards
- Repairing, and finishing woodwork in the House of Commons
- Interpreting blueprints

ACTT Installation Inc.

November 2017 to January 2018

General Carpenter

In this position I was responsible for installation and setup of lecture halls at Ottawa University. My responsibilities included:

- Managing small teams of carpenters and apprentices
- Maintaining project schedules
- Estimating and planning (time, material and resources)
- Providing material take offs
- Managing change requests
- Installing and configuring desks, cable trays, and screens

Mackie Homes

May 2017 to November 2017

General Carpenter

In this position I was responsible for new home builds. My responsibilities included:

- Framing walls
- Installing roofing and flooring systems
- Installing windows and door
- Providing material take offs
- Managing change requests

PCL Constructors Canada Inc.

August 2013 to May 2017

General Carpenter

In this position I was primarily responsible for maintaining a safe workplace above and beyond industry safety codes and standards (Ontario Occupational Health & Safety Act). This included the following:

- Interpreting blueprints
- Identifying and addressing safety needs of workers and the public
- Building and maintaining:
 - Guardrails
 - Floor protection
 - Hoarding walls
 - Public ways
 - Temporary access
- Forming walls and footings

Aluma System

July 2011 to August 2013

General Carpenter / Foreman

In this position I was responsible for:

- Maintaining schedules
- Estimating materials
- Managing labour

Bodes Custom Cabinets

September 2008 to June 2011

Finishing Carpenter

In this position I worked on various projects including retirement homes, RCMP, and I was responsible for:

- Installing custom cabinets
- Installing trim and paneling
- Installing doors and hardware

Pancor

June 2008 to September 2008

Carpenter apprentice

In this position I worked on retail store projects where I was responsible for installing:

- Store fixtures
- Cash desks
- Storefront signs
- Storefront display glass
- Flooring
- Changeroom doors
- Trim and paneling

Jay Dee Construction

November 2006 – February 2008

Carpenter apprentice

In this position I was responsible for:

- Renovations and additions, custom builds
- Church constructions

- Drywall and mudding
- Framing
- Installation of trim and crown moulding
- Finishing carpentry
- Door and hardware installation
- Installation of kitchen counters and cabinets
- Formwork

Todd Kelly Carpentry

1996-Present

Carpenter

Through my personal business I have done several renovations and projects adhering to the Ontario Building Code. Such jobs as:

- Small additions
- Custom cabinets and closets
- Installation of new doors
- Installation of windows and hardware
- Basement and bathroom renovations
- Formwork and footings
- Repair and restoration of antique furniture

EDUCATION

Algonquin College

Certificate of Carpentry **2011**

Algonquin College

Facilities Management **1999**

CERTIFICATIONS & SKILLS

- Working at heights
- WHMIS
- Propane in Construction
- Mobile Work Platforms
- Half mask awareness
- Asbestos awareness
- HILT Certificate
- Safety and Rigging
- Security Clearance
- Site Access (Parliament)

VOLUNTEER

KDMHA – Head Coach (U13)

Capital City Condors – On ice coach for children with special needs

Morelia Home for Children - Mission trips to help in an orphanage

Kanata Food Cupboard – Help to distribute food to families in need