

Alice May

Project Manager — Green Building Projects

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Professional Summary

Experienced Project Manager with 8+ years leading sustainable construction projects. Proven track record delivering LEED- and GRIHA-certified buildings on time and within budget. Strong skills in stakeholder management, procurement, and on-site coordination.

Skills

Project Management, LEED & GRIHA Certification, Budgeting & Cost Control, Contract Management, MS Project / Primavera, Procurement, Stakeholder Management

Experience

Senior Project Manager — EcoBuild Constructions

2020 — Present

- Led a team of 25+ across multiple project sites to deliver green building projects.
- Managed budgets up to INR 45M and reduced material waste by 18% through improved procurement.
- Coordinated with architects, contractors, and sustainability consultants to meet LEED Gold targets.

Certifications

- LEED AP (Accredited Professional)
- PMP (Project Management Professional) (expected)

Project Manager — GreenWorks Pvt. Ltd.

2016 — 2020

- Oversaw planning and execution of commercial retrofit projects focused on energy efficiency.
- Implemented project scheduling improvements that cut average delivery time by 12%.
- Prepared client reports, risk assessments, and compliance documentation.

Education

B.Tech in Civil Engineering — University of Hyderabad

2010 — 2014

Diploma in Sustainable Construction (Short Course) — Green Building Institute

2018