

Professional Summary

Results-driven Building & Construction professional with 15+ years of experience in managing complex projects, leading cross-functional teams, and driving innovation through AutoCAD expertise. Proven track record of delivering projects on time, within budget, and to exacting quality standards.

Professional Experience

Senior Construction Manager (BC09)

Inazuma.co | January 2018 - Present

Construction Manager (BC07)

Tectonic Builders Inc. | June 2015 - December 2017

Key Achievements:

- Successfully managed a team of 20 to deliver a \$10M residential project 3 months ahead of schedule.
- Implemented a quality control process that reduced defect rates by 30%.

Responsibilities:

- Project planning, budgeting, and scheduling.
- Team leadership and performance management.

Senior Project Coordinator (BC05)

Structura Engineering Ltd. | March 2012 - May 2015

Key Achievements:

- Coordinated the logistics for a \$5M commercial project, ensuring timely delivery of materials and equipment.
- Developed and maintained project documentation, resulting in a 25% reduction in administrative costs.

Responsibilities:

- Project coordination and administration.
- Client communication and relationship management.

Project Coordinator (BC03)

BuildTech Solutions | January 2010 - February 2012

Key Achievements:

- Assisted in the successful completion of a \$2M renovation project, with a client satisfaction rating of 95%.
- Streamlined project workflows, reducing project timelines by an average of 10%.

Responsibilities:

- Project coordination and support.
- Basic design work using AutoCAD.

Education

Bachelor of Science in Construction Management

University of Michigan | December 2009

Technical Skills

Design and Drafting:

- AutoCAD

Project Management:

- Project Planning
- Budgeting
- Scheduling
- Team Leadership

Software Proficiency:

- Microsoft Office Suite
- Google Workspace