Jakub Marchel

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**Objective:**

Actively seeking career employment opportunity with a firm that holds its self in high regards in terms of ethics, morals, and values. Highly energetic and active, really enjoy working and being challenged on a daily basis whether its project related, business development related, and/or customer related.

**Qualifications:**

I see myself as multi-tasker that strives in chaotic situations. Consider myself a true manager in the sense that I am very organized, have an exceptional memory, and very adaptive to any environment on a social and professional level. I have knowledge and experience in various CAD software’s ranging from AUTOCAD to Solidworks. I am also very proficient in Microsoft Office, especially Excel, and have been working with Microsoft Project for 4+ years. I have experience in supply chain software, SAP and various MRP (material requirements planning) and ERP (Enterprise Resource Planning) systems. I have experience in managing and building a team of design engineers and steel detailers remotely during my employment with Allied Steel Buildings. I have received my PMP certification in November of 2017 and continue my education in these forever changing markets to gain an advantage. I have implemented Wrike within the project management department of my past employer, Valley Forge Fabrics on a company wide scale while NetSuite was being set up. I am currently enrolled in UM’s Bootcamp for full stack flex web development have a good understanding of HTML, CSS, and JS with applied knowledge as well.

**Experience:**

**Bryan Ashley Deerfield Beach, FL**

**November 2019 – July 2020**

**Project Manager**

* Contract Manufacturing for hospitality FF&E projects vary from $500,000 - $1 Million
* Worked with hotel management/ownership to review design specs per hotel brand.
* Provide shop drawings showing the designer intent prior to manufacturing
* Providing finishes samples to the designer to approve for the factory to proceed
* Manager ocean freight from Asia to various ports in the US to meet expected deliveries
* Initiated and monitored all project phases from PO inception to last piece of furniture delivered and installed.
* Continuous improvement with client and design to ensure intent is captured and approved by all parties.

**Valley Forge Fabrics Fort Lauderdale, FL**

**December 2017 – November 2019**

**Project Manager**

* Hospitality Industry, FFE production and installation of window treatments on large scale hospitality projects
* Managed projects with purchasing agents such as Benjamin West, Bray Whaler, HPG International
* Internal and External Customer Kick-offs for each project
* Working with GC to accommodate our window treatment install
* Hired network installers based on region for certain projects.
* Actively managed 40 projects at one time – ranging from new construction and full or partial hotel renovations. My portfolio of projects ranges from $3.5 to $4 million in revenue consistently
* I make high level executive decisions to keep the project moving, meet customer expectations, and keep the project within budget, keeping high margin products/services as the priority.
* Procurement with international firms ranging from Mexico, Ireland, England, Turkey, and China
* Worked extensively with SYSPRO and Salesforce along with Microsoft access which acted as our database

**Interplex Sunbelt**  **Tamarac, FL**

**April 2016 – December 2017**

**Project Manager**

* Involved in front end sales engineering to ensure that the product is manufactural and discuss the specifications involved
* Serve as Project Manager for the implementation of manufacturing projects, from concept to full production.
* Initiate, plan, execute, control and close project activities.
* Define and verify scope, develop project plans and time lines to ensure on time and on budget completion of deliverables.
* Execute and maintain project plans; review, track, monitor and report on project status; identify, track and resolve issues by coordinating internal and external resources

Establish and maintain working relationships and open lines of communication with all internal and external departments, stakeholders and customers involved with each project.

* Work under minimal direction and use independent judgment to identify issues, trends & problems, recommend action plans and evaluate results on projects that may not be clearly defined. Work is varied and complex, requiring the individual to use a broad range of knowledge gained through prior project management and manufacturing experience.
* Work with internal and external sources to complete objectives, keeping the needs of external and internal customers as a priority when making decision and taking action.
* Experience in PPAP and Validation process (IQ, OQ, PQ). Managed both type of projects.

**Allied Steel Buildings Fort Lauderdale, FL**

**September 2014 – April 2016**

**Technical Project Coordinator / Technical Project Manager**

* Responsible for management of project cycle by effectively communicating between project management in various different departments, different firms, contractors, and engineers.
* Managing Project specifications, project launch, development, and managing deadlines and priorities accordingly.
* Assess project feasibility by analyzing timelines and department resources and providing open communication with all

**Consolidated Equipment Sales Inc. Tamarac, FL**

**May 2012 – September 2014**

**Project coordinator**

* Design and develop restaurants, kitchens, and bars, including, but not limited to, national chains, franchise, and export projects.
* Manage Projects and operations from the field with contractors, sub-contractors, engineers, and architects.

**Education:**

**University of Miami – Division of Continuing & International Education**

9/2020 – currently enrolled

Full Stack Flex

**Florida Atlantic University Boca Raton, FL**

2013 – 12/2016

Bachelors of Science (B.S.) Major in Economics

FMA (Financial Management Association)

FAU Baron’s Business and Economics Club

Strategic Business Institute Internship

**PMP Certification:**

PMP# 2109521

Valid 11/29/2017 through 11/28/2020

<https://www.youracclaim.com/badges/6791d79a-a40e-44d4-935c-5fb33e448cae>

**Professional References:**

Philip Mrozinski

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Sergio Plaza

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