

# **JEFFREY L. SELLERS**

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## **Objective:**

***As an experienced construction project manager and civil construction professional, I am searching for a position as a civil infrastructure construction project manager or a civil infrastructure construction estimator/pre-construction manager.***

## **Work Experience:**

**Phillips & Jordan, Inc.  
Project Manager**

**Knoxville, TN.  
07/2024 – Present**

- **Manage heavy civil infrastructure projects**
  - Perform typical Project Management responsibilities for a heavy civil infrastructure General Contractor
    - Water division construction, focusing on water control structures, earthen dams, levees, reservoirs and cofferdams.
    - Project currently managing is \$46M; L-28 Structures, Ochopee, FL.
      - ❖ Clients
        - South Florida Water Management District
        - US Army Corps of Engineers
    - Constructing three (3) gate structures thru an existing levee, hardening a canal channel and adding a flow dissipator to divert water, the existing levee is currently impounding on one side
    - Building twenty-two (22) vehicle turnouts and repairing existing levee
    - Building eleven (11) stilling wells to monitor changes from diverting water

**Horner & Shifrin, Inc.  
Civil/Site Engineer**

**O'Fallon, MO.  
09/2019 – 06/2024**

- **Performed Site/Civil design for private and public entities. To include:**
  - Storm sewer design
  - Sanitary sewer design
  - Utility design
  - Detention and retention design
  - Sidewalk design
  - Roadway design
  - Curb and gutter design
  - Grading design
  - Erosion control design
  - Design and analyze open channel flows
  - Water resource hydraulic design
  - Parking lot design
  - Site layout design
  - Perform specification writing
  - Construction estimate development
  - Author client memorandums for design submissions

- HEC-RAS Modeling
- FEMA LOMR/CLOMR Submission

**U.S. Army Corps of Engineers (MVS EC-HW)**  
**GS-12**

**St. Louis, MO.**  
**01/2017 – 08/2019**

- **Performed Civil Hydraulic Engineering Operational Functions. To include:**
  - Forecast Mississippi River levels and conditions
  - Calculate and instruct Mississippi River Lock and Dam gate operators to perform gate changes
  - Forecast ancillary/reach basin Reservoir levels and conditions
  - Calculate and instruct ancillary/reach basin Reservoir Project Rangers to perform dam gate settings
  - Forecast for flood inundation mapping
  - Forecast river and reservoir crest levels and dates
  - Fill public and internal data requests
  - Perform networking functions within Water Control group
  - Disseminate information to the general public
  - Brief all levels of command on current and forecasted conditions
  - Build virtual models with alternative river training structures and analyze results
  - Build real models in scale to compare to virtual model results
  - Laser scan models and import/reference overlay contour files into ArcGIS for analyzation
  - Develop technical reports to compare alternatives for river sedimentation transport structures

**BSI Constructors, Inc.**  
**Project Engineer/Assistant Project Manager**  
**Summer Intern**

**St. Louis, MO.**  
**01/2008 – 07/2012**  
**05/2007 – 07/2007**

- **Managed commercial, high-end condominium, hotel and apartment construction for a General Contractor**
  - \$200M of construction managed
    - The Laurel Building
    - The Residences at Chase Park Plaza
  - Ensured contractor compliance with contract schedules, plans, specifications, and submittals.
  - Investigated need for contract change orders.
  - Reviewed and documented deviations requiring engineering determinations.
  - Interpreted contract specifications pertaining to construction phase, and determined whether construction meets contract requirements.
  - Inspected materials and equipment received on-site for adherence to approved samples or shop drawings, rejecting items of non-conformance.
  - Prepared/Reviewed various reports and correspondence pertaining to such matters as progress payments, materials, contract modifications and delays in construction.
  - Attended preparatory and initial inspections and ensured that follow-up inspections for all work performed complied with the standards established at the preparatory and initial inspections.
  - Prepared QA reports.
  - Monitored the performance of the sub-contractor's QC and Safety systems.
  - Coordinated/tracked receipt, review and dissemination of RFI's, shop drawings and submittals between GC, sub-contractor and Architect/Engineer firm.
  - Open purchased materials and consumables for GC self-performed work
  - Estimated numerous commercial projects of \$50M+
  - Held pre-construction contract negotiations
  - Budget review/analysis/updating
  - CPM scheduling
  - Performed constructability reviews
  - All document review, logging and administration
  - Performed change order estimating

- *Monthly sub-contractor pays review and administration*
- *Labor and material quantity tracking*
- *Problem solving performed daily*
- *Close out documentation administration*

## ***Education:***

***Southern Illinois University – Edwardsville  
Bachelor of Science  
Civil Engineering***

***Edwardsville, IL.  
07/2012 – 12/2016***

***Illinois State University  
Bachelor of Science  
Construction Management***

***Normal, IL.  
12/2003 – 12/2007***

## ***Military Service:***

***United States Marine Corps  
Sergeant***

***Camp Pendleton, CA.  
09/1999 – 09/2003***

- *Supervised 30-40 subordinates daily*
- *Coordinated job related training with daily mission*
- *Briefed staff supervisors on subordinate's work progress*
- *Analyzed subordinate's daily, weekly, and monthly progress/performance*
- *Counseled subordinates on professional performance and conduct*
- *Handled Secret Clearance level battlefield intelligence*
- *Combat tour – Iraq Invasion 01/2003 – 07/2003*

## ***Computer Experience:***

- *Microsoft Office programs*
- *Revu Bluebeam*
- *Bentley Civil 3D*
- *Bentley WaterCAD*
- *Bentley Pond Pack*
- *HEC –RAS*
- *EPA SWMM*
- *Adobe products*
- *Primavera SureTrak*
- *Sage Timberline*
- *Primavera P6*
- *Autodesk AutoCAD*
- *RISA 2D*
- *Esri ArcGIS*
- *USACE CWMS*
- *Limited Python, C# and Java*
- *Spectrum*
- *Lexion*
- *FMP*