

CURRICULUM VITAE

JON SMITH

07510952909 / jonlsmith@hotmail.co.uk

Availability: Available at short notice

Salary: c£22,000

Location: Wolverhampton

Profession: Trainee Quantity Surveyor

Personal Profile

A highly self-motivated and respected individual, with over ten years' experience in a variety of sectors. Specialising predominantly in the development of new projects in the domestic sector. Delivering projects effectively and to the highest possible standards. A skilled leader with high level planning experience and an in depth understanding of working with budgets and timelines. Proven ability to problem solve whilst working under pressure ensuring targets are met without compromising customer service, quality of work or HSE compliance.

Having achieved merit grade in HND Construction and the Built Environment at The University of Wolverhampton, I now have a confirmed place on the final year of BSc (Hons) Quantity Surveying Degree, accredited by RICS and CIOB. My goal is to progress within the Quantity Surveying field and work towards chartership after graduating (May 2020). My long-term academic aim is to go on and study a postgraduate course in Project Management.

Currently seeking an opportunity with a dynamic, ambitious and supportive company. Renewal of my CSCS card is pending as my certificate of completion cannot be supplied until after graduation.

Education

- The University of Wolverhampton (2019 - Present) BSc (Hons) Quantity Surveying
- The University of Wolverhampton (2017 – 2019) Grade: Merit
HND Construction and the Built Environment - Modules include: Construction Law. BIM & Data Management. Construction Project Administration.
Construction Technology, Services and Materials. Construction Costing and Procurement.
Professional Practice (Quantity Surveying – NRM2 and CESMM4).
- Emergency First Aid at Work Level 3 (RQF) (Feb 2018)
- CSCS Card - Trainee Site Supervisory / Management Card no: 03418977 Expiry Date: June 2019

Skills

- Excellent numeracy skills with the ability to prepare invoices and costing for materials and work carried out.
- Proficient in computing with a sound knowledge of Excel
- Problem solving
- Analytical
- Planning and designing
- Detailed knowledge of past and current building and construction technology, processes, materials, business and legal matters.

Work Experience

July 2018 – Present

Allwood Developments Ltd - Multi-Trade Operative/Assistant Surveyor - *Surveying commercial and residential properties providing quotations and condition reports.*

- Constructing new-build houses/extensions from start to completion, complying with current Building Regulations.
- Project managing all roofing projects from start to finish, working in partnership with the Senior Project Manager, whilst providing a safe working environment.
- Estimation of materials and labour costs for both quotations and business purposes.
- Training of junior staff in all aspects of roofing installations.

June 2017 – June 2018

Broken leg which subsequently required reconstructive surgery, being self-employed I was unable to work until this was healed.

August 2014 – May 2017 R.Steatham Building & Roofing Contracting Ltd - Multi-Trade Operative/Assistant Surveyor

Surveyed commercial and residential properties providing quotations and condition reports.

- Similar duties to below

2012-2014 J.D Roofing - Roofer/ Roofing Surveyor/ Estimator

Surveyed commercial and residential properties providing quotations and condition reports.

- Produced ad-hoc surveys and estimates for Berriman Eaton Estate Agency.
- Project managing all projects from start to finish, ensuring a timely, cost effective customer focused service was delivered.
- Managing the site work force whilst providing a safe working environment.
- Estimation of materials and labour costs for both quotations and business purposes.
- Installation of all roofing systems, including fibreglass.
- Aspects of specialist roof carpentry and installation on listed buildings.

2011- 2012 (and previously 2007-2008)

M.A Green Building and Roofing Contractors - Roofer/Builder

- Progressed to become a fully trained flat and tiled roofer.
- Trained in aspects of residential construction, such as, extensions, loft & barn conversions.
- Trained to a competent level in bricklaying and carpentry.
- Gained a proficient experience in installing roofline systems and rainwater goods.
- Worked in the public housing sector on various housing types, for example HMO and voids for Dudley Council.

2010-2011

ISEC Interior Systems - Assistant Dryliner

- Worked alongside a senior Dryliner, gained exceptional experience in all interior systems, worked on large commercial projects such as Stafford College, Oak Meadow Primary School and Walsall Manor Hospital.

2008-2009

P.E. Ashbrook Civil Engineering - Skilled Labourer

- Trained in aspects of ground works, such as the installation of underground drainage systems.
- Constructed disabled access ramps on numerous projects in the public sector.