**Darren Brooke**

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Personal statement

A qualified, enthusiastic and self-motivated experienced Site Manager. Utilising existing skills as a trade’s man to produce a quality product, on time and within budget. A keen problem solver with excellent team work and leadership skills. My strong organisational and communication skills are involving the ability to disseminate information and knowledge whilst listening and putting into practice advice and instructions. As an ambitious individual I have always sought a successful career that would engage my interests.

Key skills

Thorough understanding of technical requirements

Enforcing and monitoring Quality standards

Solid commercial awareness

Strong IT skills  
Ability to establish/maintain good working relationships with sub-contractors, staff and clients

In depth knowledge of all trades

Qualifications

Great Barr Comprehensive School

1977 - 1982

GCSEs:

● English - C  
● Maths - B  
● Woodwork - A  
● Metalwork - A  
● Architectural Decoration - A  
● Technical Drawing - B

City & Guilds

1982 - 1985

Carpentry & Joinery

City & Guilds  
1982 - 1985  
Wood Machinery

Additional Courses Attended

● CSCS Black Managers Card

● SMSTS Completed

● Emergency Life Support & Emergency First Aid

● Fire & Safety Training

● First Aid at Work – 3 Day Course

● UKATA Asbestos Awareness Course

Current Position

Site Manager, Wades Construction Ltd

02/2019 – Present

Responsibilities & Achievements

Government contracts worth 5.6M. Induction of all contractors. Programming of works. Weekly progress reports to Directors. Overseeing all Contractors orders. Assessing all RAMS and ensure in place before work commences. Monitor all Health & Safety. Compiling material orders. Controlling costs. Monitoring work standards. Liaise with QS and client on design issues.

Work Experience

Site Manager, Various Main House Builders

09/2018 – 01/2019

Responsibilities & Achievements

Working for Crest, Persimmon, Colmore Tang, Countrywide & Keepmoat as a Freelance Site Manager.   
Whilst working for Colmore Tang I was tasked with bringing the project back on Programme. Whilst minimising the costs on additional works. Similarly whilst I was at Keepmoat I was brought in to ensure 7 properties at pre-plaster stage were ready for CML as they had fallen behind programme.   
I achieved this and ensured the company did not incur large financial penalties. Working closely with Sub contractor Contract Managers to ensure work is completed on time and to the highest standards.  
Other duties included Material call-offs, Managing Sub Contractors ensuring Health & Safety was adhered to. Producing Snag reports via Field View and monitor the progress.   
  
  
Site Manager, Bouygues  
04/2018 - 08/2018  
Responsibilities & Achievements  
Working alongside Contracts Manager I was tasked with resolving all outstanding defects on Care Homes and Local Authorities projects, following 12 month inspection after the development was completed. I was the first point of contact with all clients and set up and attended initial meetings and agreed programme of works, Health & Safety implications etc. Where the main contractor was no longer trading or unable to complete rectification works, I sourced alternative contractors agreed costs with QS and managed works to completion. When work was successfully completed Bouygues were then able to request all retentions be released. Key skills in this position were, locating and assessing construction defects, liaising with contractors and sub-contractors, compiling and distribution of reports. Working with independent engineers regarding surveys and reports. Through this work I gained a good working knowledge of M&E works.  
  
Site Manager - Kitchen & Bathroom Stream, Lovell Partnerships  
11/2017 - 03/2018  
Responsibilities & Achievements  
This project had fallen behind schedule, I was appointed on freelance basis to oversee completion to meet client’s requirements. Due to the nature of the works there was a high volume of live sites in a given area all with strict timescales as many were occupied properties. All required Daily site inspections & monitoring work revisions. Customer liaison to ensure all issues were resolved and obtain good feedback for the client. For this role it was essential to have a good knowledge of commercial costing. Weekly handover and inspection of work completed with Clerk of Works.  
  
  
Site Manager, St Modwen Homes - Longbridge  
08/2017 - 10/2017  
Responsibilities & Achievements  
This was a new site start and I was appointed on a short term contract to assist the Project Manager to set up the site.  
Ground Works Front End Construction  
Deep Drainage From DPC to Pre-Plaster  
Road Formation Addressing and resolving technical issues  
Section Agreements  
Foundations   
Utility Installations  
  
  
Site Manager, Cala Homes - Coton Park Rugby  
05/2017 - 08/2017  
Responsibilities & Achievements  
I came to Cala Homes originally as holiday cover but then was kept on when the Project Manager resigned to keep the site running to programme. As this was a high end project I worked very closely with the QS to ensure all costs where within budget. Implemented fortnightly programmes, weekly meetings with Contracts managers and produced a monthly Contractor league table.  
Managing customer care queries

Site Manager, Persimmon Homes - Akron Gate Wolverhampton  
10/2016 - 05/2017  
  
Site Manager - Freelance short term, Various  
09/2014 - 09/2016

Site Manager, JDD Projects Ltd  
03/2008 - 08/2014  
Responsibilities & Achievements  
Managed several high-end developments from conception to completion for various investors.

Site Manager, Chilli Build Ltd  
04/2006 - 02/2008  
  
Site Manager - Coventry, Taylor Wimpey  
05/2002 - 03/2006  
  
Carpenter - Self Employed, Various on Sub contract basis  
09/1996 - 04/2002  
Responsibilities & Achievements  
I spent on number of years working as a self-employed Carpenter for all the major housebuilders. I was then given the opportunity to train as a Manager for Taylor Wimpey.

Carpenter / Joiner, Birmingham City Council  
01/1991 - 09/1996  
Responsibilities & Achievements  
All types of Carpentry work undertaken. Working under Maintenance and repairs housing division.

Work Based Courses

Competence Test on Slingers / Signaller Training

H & S and Environmental Management Systems

H&S and Management Procedures

H&S Scaffold Appreciation Training

Appointed Person Course for Crane Operations

Soft Landing System – Installation & Use

G.Wimpey H&S Site Management

Module 1 - Preparing to Start

Module 2 - Site Set Up

Module 3- Build Stage

Module 4 - General Issues

Module 5 - Management of Ground Works

CSCS Health & Safety Management Level

References available on request