

OPERATIONS MANAGER

Summary

Hardworking, strong and physically agile manufacturing professional who excels at interpreting blueprints and insurance documents, writing estimates, masonry skills, calculating costs in regards to job, providing detailed instructions to those beneath me to perform a specific task, hardworking and easily able to work with others. Highlights Initiative to work independently Casualty auto insurance Strategic thinker Active Property and Casualty Insurance License with Quality inspection professional the Texas Department of Insurance Experience in project finance Property and casualty products Production scheduling familiarity Customer advocate Dedication to product quality Self-motivated Managing large crews Skilled negotiator Expertise in insurance claims Natural leader Expertise in masonry Complex problem solver Expertise in detailed orientation of a specific outcome Organized outcome Commercial insurance Blueprint reading and interpretation Sales presentations Troubleshooting Customer service skills Good at following instructions Solid independent worker Computer literate Direct labor crew training Solid communication skills Strong organizational skills Strong work ethic Establishing goals and setting priorities Good verbal/written communication skills Good mechanical aptitude Lifting up to 100 lbs Proficiency with mechanical and electric tools Accomplishments Set up 2 businesses in the last 2 years. Obtained an all lines Texas adjusters license. Had 1 million dollars in sales of replacement roofs in 1 years time. Project Planning Provided project controls, cost estimation, and other business support services to technical line management.

Highlights

- Initiative to work independently
- Casualty auto insurance
- Strategic thinker
- Active Property and Casualty Insurance License
- Quality inspection professional
- Experience in project finance
- Property and casualty products
- Production scheduling familiarity
- Customer advocate
- Dedication to product quality
- Self-motivated Managing large crews
- Skilled negotiator
- Expertise in insurance claims
- Natural leader
- Expertise in masonry
- Complex problem solver
- Expertise in detailed orientation of a specific outcome
- Commercial insurance
- Blueprint reading and interpretation
- Sales presentations
- Troubleshooting
- Customer service skills
- Good at following instructions
- Solid independent worker
- Computer literate
- Direct labor crew training
- Solid communication skills
- Strong organizational skills
- Strong work ethic
- Establishing goals and setting priorities
- Good verbal/written communication skills
- Good mechanical aptitude
- Lifting up to 100 lbs
- Proficiency with mechanical and electric tools

Accomplishments

Set up 2 businesses in the last 2 years.

Obtained an all lines Texas adjusters license.

Had 1 million dollars in sales of replacement roofs in 1 years time.

Project Planning

Provided project controls, cost estimation, and other business support services to technical line management.

Experience

Operations Manager

August 2013 to November 2014 United Rentals 1/4 Pooler , GA

- Qualified competitive subcontractor bids prior to execution of contracts. Carefully coordinated plans and specs using marketing programming standards. Obtained notices of completion and compliance certifications from all of the construction administration consultants. Submitted all project closeout documents in accordance with the contract. Assigned projects and tasks to employees based on their competencies and specialties. Followed through with competent execution of project plans by providing proper tools and equipment to all construction personnel. Efficiently recorded and rejected incorrect deliveries of material to site. Monitored the safety of all construction activities, making on-site personnel safety the top priority. Led and managed resolution of all issues during project construction and commissioning phases. Led the planning, budgeting and direction of all construction projects. Properly maintained all on Identified and collected evidence and determined its value to a specific claim.
- site equipment and vehicles. Assisted the project manager with bidding new jobs and projects. Conducted claim and estimate re-inspections. Planned work and determined appropriate tools and equipment.
- Team leader.

Salesman/Insurance Specialist

June 2012 to February 2014 Csc 1/4 Washington , DC

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Team Leader

March 2012 to June 2012 Bickford Senior Living 1/4 IL , State

June 2008 to February 2012 Self-employed 1/4 City , STATE

Education

Future Adjusters Training Program - OK : 2014 Insurance Adjusting

High School Diploma : 1 2000 Advanced Christian Training Schools 1/4 City , State , United States

Masonry Apprenticeship Masonry Apprenticeship Ivy Tech 1/4 City , State , United States

Skills