

Courtney Hurt

Foreman/Supervisor

Bentonville, AR 72712

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769-226-4878

Obtain a challenging leadership position applying creative problem solving skills with an established or growing company with the contingency to obtain increased benefits for my family, and the opportunity to help the company advance efficiently and productively.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Foreman/Supervisor

Strike LLC - Cranberry Township, PA

January 2018 to August 2018

Strike LLC (Capstone Project) Cranberry Township, PA (Antonio Curry, Environmental Coordinator)

Responsible for the supervision of management of the Pipeline Crew. Responsible for performing skilled work including heavy equipment operation and directing the work of a 5 man crew engaged in installation and repair of pipelines. Responsible for installation of lease and sump fencing Schedules work, lead projects, monitor projects progress and give jobs final approval upon completion. Supervised, coordinated, or schedule the activities of Pipeline Crew. Reviewed orders received from the Environmental Coordinator. Drive a service truck to and from job locations and is responsible for the truck and supplies and equipment carried. Drive back hoe and operate equipment. Filing and completing JSA Services Logs daily and installing ECD's. Assigned tasks and ensure the Crew is clear on what needs to be done. Submit progress reports to the Supervisor on a daily or weekly basis.

Foreman/Supervisor

Sunland Construction - West Columbia, TX

February 2017 to December 2017

Sunland Construction West Columbia Project (Comichael Sanders, Environmental Coordinator)

Coordinated work activities with the construction project activities. Inspected work progress, equipment or construction sites to verify safety or to ensure that specifications are met. Secure job site at the end of shift. Maintained materials inventories, ordering parts and reporting to supervisors. Managed a crew daily task. Responsible for maintain a clean and safe working environment. Supervised, coordinated, or schedule the activities of Pipeline Crew.

Forman/Supervisor

Progressive Group Management - Wichita, KS

August 2016 to January 2017

Progressive Group Management Kansas Project (Comichael Sanders, Environmental Coordinator)

- Responsible for the supervision of management of the Pipeline Crew. Managed workers in the performance of both skilled and unskilled labor. Schedules work, lead projects, monitor projects progress and gave jobs final approval upon completion. Supervised, coordinated, or schedule the activities of Pipeline Crew. Reviewed orders received from the Environmental Coordinator. Assigned tasks and made sure the Crew is clear on what needs to be done. Submitted progress reports to the Supervisor on a daily or weekly basis.

Environmental Supervisor

Progressive Group Management - Perry, OK
September 2015 to July 2016

Progressive Group Management Perry, OK (Comichael Sanders, Environmental Coordinator)

- Coordinated with getting the environment back to its natural state after pipeline was installed underground. Installed test lead wires to the underground pipes so they can be tested and monitored for readings and future problems. Installed curled so that the road crossings, rivers, and creeks could go back to its natural state to support a flourishing environment. Operated backhoes, side by sides, and other mechanical equipment as needed. Gave written everyday punch list to the environmental crew of each daily job task.

Environmental Laborer/Supervisor

MPG Pipeline Construction - Wichita, KS
June 2014 to July 2015

MPG Pipeline Construction Wichita, KS (Comichael Sanders, Environmental Coordinator)

Responsible for the supervision of management of the Pipeline Crew. Managed workers in the performance of both skilled and unskilled labor. Schedules work, lead projects, monitor projects progress and gave jobs final approval upon completion. Supervised, coordinated, or schedule the activities of Pipeline Crew. Reviewed orders received from the Environmental Coordinator. Assigned tasks and made sure the Crew is clear on what needs to be done. Submitted progress reports to the Supervisor on a daily or weekly basis.

Instructor of Fine Arts & Class Room Management

Holmes County School District - Lexington, MS
August 2012 to May 2014

Develop Lesson planning and preparation for teachers. Checking and assessing of teacher's weekly work. Attending and monitored staff meetings including liaising with parents. Monitoring extra-curricular after school activities. Created ongoing professional development. Help with the development of giving proper Class Room Management

Direct Sales Contractor and Installer for Comcast

Comcast/Source Broadband Memphis - Memphis, TN
September 2010 to March 2012

Promoted company's products without using retail methods. Emphasized generating leads, following up on prospects, applying sales techniques, closing sales, delivering products, and offering after sales support. Handled the installation of cable and internet services, COAX and CAT 5. Work directly with customers to describe the actions taken during repairs or installation. Work with diagnostic equipment. Find the root cause of technical issues and devise a solution for repairing it.

Education

Master of Arts in Organizational Management

Ashford University San Diego - San Diego, CA

August 2013 to April 2015

BS in Mass Communication

Mississippi Valley State University Itta Bena - Itta Bena, MS

August 2003 to May 2009

Williams-Sullivan High School Durant - Durant, MS

May 2003

Skills

ADOBE PHOTOSHOP, ADOBE PREMIERE, EXCEL, MICROSOFT EXCEL, MICROSOFT OFFICE

Certifications/Licenses

Drivers License

DOT Medical Card

June 2018 to July 2019

Additional Information

CORE COMPETENCIES

- Leadership
- Analytical Thinking
- Teamwork
- Communication
- Strong Work Ethic

COMPUTER SKILLS

- Microsoft Office Word
- Microsoft Excel
- Final Cut Pro
- Adobe Photoshop
- Adobe Premiere
- PowerPoint