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|  | Tiffany Perez |  |

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| Contact 128 Seaman Avenue New York, NY 10034  347-776-5614  Pereztb02@gmail.com | Objective My objective to expand my experience in building operations and construction in a team environment. I enjoy seeing a project through from start to finish and I am looking forward to growing with your company. |
| Education Rachel Carson HS for Coastal Studies graduated June 2012  B.A in Biology at Buffalo State College graduated May 2017 | Experience Nov 2020 - Present  Field Coordinator, Assistant Property Manager • Manage and maintain low income and affordable housing properties • Concord Management of NY LLC  May 2017 – Nov 2020  Prevailing wage Monitor, Assistant Site Super, Covid 19 Compliance Monitor • Various positions held • MDG Design and Construction    Feb 2017 – May 2017  Care Intern • Animal Handling • Buffalo Animal Adventures    Experience in Various software’s including Microsoft suite. |
| Key Skills Planning  Punchlist  Procore  LCPTracker  Daily reports on subcontractor activities  OSHA 30 Certified | Communication I am very capable of working in any environment. I have experience leading and being a part of work teams. I also can work alone; I initiated a project to modernize how residents can sign up for pest treatment services from start to finish. I will often take initiative on communication with my team and leadership and am able to organize my thoughts in a way most people can relate to. |
|  | Leadership RA and First Year Mentor at Buffalo State College. As an APM I helped oversee a staff of over 40 Supers, porters, and concierges. |
|  | References [Available upon request.] |