

# Wilfred Lewis

Construction  
Carpenter/Project  
Manager

## Contact

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## Skills

Excellent Communication  
Excellent

Problem-Solving  
Excellent

Project planning and development  
Excellent

Drywalling  
Excellent

Blueprint reading  
Excellent

Project Management  
Excellent

Physical stamina  
Excellent

I'm a highly motivated carpenter foreman promoting exemplary job site supervision, communication and time management skills. Knowledgeable in safety processes, regulations and blueprint reading. I been in the construction industry over 40 years with proven unique skills, great leadership and positive attitude. My objective is to apply my experience to benefit this organization.

## Work History

|                   |   |
|-------------------|---|
| 2019-03 - 2022-08 | <b>Carpenter Foreman</b><br><i>Abco Drywalls &amp; Ceilings , New York , NY</i> <ul style="list-style-type: none"><li>Coordinated movement of materials and equipment to job sites, verifying supply readiness prior to project start.</li><li>Observed all OSHA and corporate safety regulations and procedures to prevent mishaps and injuries on job sites.</li><li>Inspected work performed by carpentry crews to check completion of job specifications.</li><li>Kept accurate records of materials used, employee timesheets, client issues and accident reports.</li></ul> |
| 2010-11 - 2019-06 | <b>Project Manager</b><br><i>Key Construction, Brooklyn, NY</i> <ul style="list-style-type: none"><li>Developed and initiated projects, managed costs and monitored performance.</li></ul>  |
| 2008-08 - 2010-10 | <b>Foreman</b><br><i>Innovative Construction, Inc., NY</i> <ul style="list-style-type: none"><li>Handled issues with relative ease by implementing best practices and applying critical thinking skills to find best solutions.</li><li>Checked equipment to determine if maintenance was required.</li><li>Reworked positions and workflow based on individual abilities and production targets.</li><li>Interacted with employees to demonstrate high standards and mitigate issues effectively.</li></ul>  |
| 1989-12 - 2008-02 | <b>Project Manager</b><br><i>Key Construction, Brooklyn, NY</i>   |

|                            |           |
|----------------------------|-----------|
| Residential construction   | Excellent |
| Basic plumbing knowledge   | Excellent |
| Hand and power tools       | Excellent |
| Custom cabinetry expert    | Excellent |
| Framing knowledge          | Excellent |
| OSHA regulations           | Excellent |
| Dependable and Responsible | Excellent |
| Trim work                  | Excellent |

1982-03 -  
1989-11

- Developed and initiated projects, managed costs and monitored performance.
- Met project deadlines without sacrificing build quality or workplace safety.
- Facilitated communication between internal personnel, contractors and vendors for project cohesion.
- Maintained relationships with material vendors to lower costs and diversify capabilities.

### Carpenter

*Key Construction, Brooklyn , NY*

- Checked measurements and completed accurate cuts to prevent materials waste and maintain cost controls.
- Planned and executed work with proper tools and materials to maximize productivity.
- Organized project work by reading blueprints and assessing job specifications to determine optimal plans.
- Completed installations of building structures, trim, flooring and cabinetry.

### Education

1975-09 -  
1979-06

**High School Diploma**  
*Wesley College - Grenada*