

Results oriented professional with 8 years of construction background including 3 years of project management.

### Qualification Summary

- Excellent communication skills
- Computer proficient and excellent organization skills, ability to learn new programs very quickly with little training.
- Recognized for superior work ethic and quality production, integrity and honesty, and keeping on a tight schedule.
- Organized, hardworking, ability to work in a fast paced environment and with deadlines
- Excellent planning and organizing skills, along with overseeing projects thoroughly.
- Possess a thorough understanding of architectural drawings and blueprints, a sound knowledge of building materials, construction methods and customs prevailing in the trade, ability to do careful and accurate calculations and/or estimates

### Work Experience

#### **Span West Farms Ltd. Prince Albert, Saskatchewan CANADA**

##### Construction Project Manager

2013 to 2014

- Project management dealing with:
  - Scheduling projects and budgeting time appropriately to meet deadlines
  - Hiring and supervising all necessary subcontractors per project requirements
  - Finding ways to remain cost effective and stay within budget without sacrificing quality on projects usually ranging from \$3-5 million
  - Preparing and making additions to contracts and agreements with consultants, clients, vendors, suppliers, and subcontractors
  - Interpreting plans, contracts and other blueprints to other staff including administrative personnel, workers or clients to ensure everyone remains on the same page
- Developed strong and lasting employee and subcontractor productivity
- Mentored through expertise in the construction industry; became a main source of information for staff through daily contact in a quick, professional, and considerate manner

#### **McDiarmid Lumber (RTM Homes) Saskatoon, Saskatchewan CANADA**

##### Construction and Sales Manager

2011 to 2013

- Project management dealing with:

- Budgeting and procuring trade estimates
- Inspecting all projects to ensure every aspect meets or exceeds local and site specific codes, ensuring all testing and inspections were documented to CSA specifications
- Keeping all projects on or below budget and ahead of schedule
- Ensuring all sales staff are maintaining communication regarding projects with management and customers
- Increased productivity; gave employees and workers the ability to give their input into work processes that included scheduling, responsibilities, completing jobs, and delegating tasks to the persons with the appropriate experience
- Reduced turnover; by gaining trust and respect from employees by demonstrating an optimistic attitude, resolving issues immediately, and establishing open communication
- Established solid, positive, and productive work environment by understanding the role and needs of all team members

**Timeless Developments Ltd. Melfort, Saskatchewan CANADA**

Construction Foreman

2007 to 2011

- Knowledge and experience in completing all aspects of carpentry thoroughly.
- Worked with new employees to train in the safe use of tools and equipment to build quality projects to create a lasting community.
- Gained extensive knowledge and experience in interacting with architects, owners, building inspectors, utility representatives, and subcontractors.
- Other duties included examining and inspecting work progress, equipment and construction site to verify safety. Confering with supervisory personnel and subcontractors to discuss such matters as work procedures, complaints, and construction problems, and delegating workers to perform construction work and to correct any safety issues.

**RNF Ventures Prince Albert, Saskatchewan CANADA**

Apprenticing Carpenter

2006 –2007

- Worked on commercial projects from steel structure to wood framing to renovations of existing buildings.
- Gained knowledge in safety procedures as well as following occupational health and safety guidelines.