

FNAME LNAME

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PROJECT SUPERINTENDENT

Commercial Construction ✧ Healthcare Construction ✧ Tenant Improvements

- ◆ Aggressive, high-energy Project Superintendent with over 15 years experience in the construction of High Tech Medical Facilities, Commercial Buildings and Commercial Tenant Improvements under Class A, B, L1.2 and OSHPD specifications.
- ◆ Disciplined Manager, adds value to the construction organization; experienced in interfacing with all building trades required to support large scale projects. Makes safety, quality assurance, schedule maintenance and building code compliance the top priorities.
- ◆ Skilled at multitasking, easily manages multiple projects simultaneously. Adept at subcontractor selection, scheduling, and supervision of all personnel / subcontractors through project completion.
- ◆ Experienced leader and negotiator, proactive problem solver, skilled in working with architectural design teams, resolving contract issues and dealing with IOR, OSHPD and OSHA inspection teams.
- ◆ Proficient in ACT, MS Word, MS Excel and MS Project.

SELECTED ACCOMPLISHMENTS

- ✓ **Medical Center Project in Oakland, California, four stories / 20,000 Sq Ft**, with a total cost of \$4.2 million. Included an MRI wing, CT Scanning area, surgery center and medical offices. Project was on time and budget.
- ✓ **\$2.1 million Tenant Improvement project** in a 4000 Sq Ft Medical Office Building in Daly City, California, Philips 3.0 OT MRI & GE PET/CT Scanner included. Completed on time and within budget.
- ✓ **\$1.1 million project involving a 24 station Kidney Dialysis Clinic** in Livermore, California. Supervised 31 subcontractors over 21 weeks to an on time / on budget conclusion.
- ✓ **Constructed a \$950,000 12 station Kidney Dialysis Clinic** in Tucson, Arizona. Project was completed on time and within budget.

PROFESSIONAL EXPERIENCE

Pro-Vision Construction and Design, Inc., Compton, California

2008 - Present

PROJECT SUPERINTENDENT

Field Supervision of all personnel and subcontractors in the construction of Medical Centers, Dialysis Clinics and Commercial Tenant Improvements. Class A, B, L1.2 and OSHPD

- ◆ Scheduled and managed all subcontractors; maintained quality control over workmanship and materials installed.
- ◆ Created and logged all RFI's and responses; generated tracking and obtained product submittals.
- ◆ Prepared weekly status reports to clients; conducted weekly foreman and safety meetings with all subcontractors.
- ◆ All projects completed on a timely basis with no correction notices from city inspectors, and minimal punch list items from the client or architect.

Breeze Construction, Blue Valley, California

2007 - 2008

PROJECT SUPERINTENDENT

Field Supervision of all personnel and subcontractors in the building of Hospital Diagnostic Imaging and Radiation Therapy projects.

- ◆ Qualified and scheduled all subcontractors; addressed and resolved all issues with contract documents by involving the design team, facility, IOR and OSHPD inspectors.
- ◆ Analyzed progress weekly to maintain schedules, and prepared status reports.
- ◆ Acted as main point of contact for client communications.
- ◆ Ensured quality control and job safety; held weekly safety meetings.

Pro-Vision Construction and Design, Inc., Compton, California

2004 – 2007

PROJECT SUPERINTENDENT

Field Supervision of all personnel and subcontractors in the construction of Medical Centers, Dialysis Clinics and Commercial Tenant Improvements. Class A, B, L1.2 and OSHPD

- ◆ Scheduled and managed all subcontractors; sent out RFC's prior to the start of the project.
- ◆ Generated all RFI's to the design team and management, relayed and explained ASI's to subcontractors.
- ◆ Prepared daily job logs, status reports; met with project managers, architects and clients.
- ◆ Scheduled and attended all inspections, ensured quality control, safety and code compliance.

Monmouth Construction, Redwood City, California

1993 – 2003

CARPENTER / SUPERINTENDENT

Commercial Tenant Improvements, residential and commercial new construction, concrete and wood framed buildings from the ground up and site work.

- ◆ Held pre-construction meetings with the client and architect; sent plans to bidders.
- ◆ Qualified subcontractors based on ability to adhere to required cost and schedule.
- ◆ Sent RFI's to architects and ensured compliance with ASI's by subcontractors.
- ◆ Monitored jobs on a daily basis to ensure quality control, job safety and code compliance.

EDUCATION

General Diploma, Redwood Valley High School, Redwood Valley, California

LICENSES AND CERTIFICATIONS

- ◆ Pursuing studies for General Contractors License. *California License Instruction School.*
- ◆ First Aid and CPR Certified.