

JOHN DOE

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DIRECTOR OF CONSTRUCTION

Summary: Top-performing professional with solid work ethic and extensive experience directing complex projects in numerous construction segments encompassing medical, senior living, multi-family, and retail facilities as well as data centers, corporate offices, parking structures, and warehouses. Demonstrated talents in budget management, expense control, client relations, contract negotiation and administration, and business development. Outstanding ability to communicate and collaborate effectively with owners, contractors and subcontractors, laborers, suppliers, and other project team members.

Excellent problem-solving and troubleshooting skills and impeccable attention to detail. Deliver all projects on time, within budget, and above client expectations. Thorough understanding of inspection methods, sound mechanical aptitude, and dedication to quality craftsmanship, site safety, and customer satisfaction.

Expertise Includes:

- **Quality Control / Assurance**
- **Project Management**
- **Leadership & Teambuilding**
- **Regulatory Compliance**
- **Material Planning**
- **Inspection & Evaluation**
- **Value Engineering**
- **Labor Management**
- **Bidding & Estimation**
- **Scheduling**

PROFESSIONAL EXPERIENCE

ABC Company | City, State

2002 to 2012

Vice President/Partner, City, State (2010 to 2012)

Transferred to City office following closure of City location due to downturn in State's economy. Led contract negotiation/administration functions, conducted scope reviews and plan checks, and developed/maintained project schedules. Collaborated with architects and engineers during design development and construction phases, mentored project managers and superintendents, and chaired progress meetings. Evaluated/approved RFIs and change orders, coordinated trades and field crews, and performed thorough quality inspections to confirm work adhered to customer specifications and company guidelines for on-time completion and profitability.

- Received recognition from architect for expertly managing \$6M renovation of ABC Village continuing care retirement community in City, State; delivered project on time and under budget.
- Successfully orchestrated numerous multifaceted projects simultaneously for medical, industrial, commercial, and education clients, ensuring completion on schedule and within budget:
 - **ABC School**, City, State (\$6M): Directed gym addition and construction of new performing arts facility totaling 20K sq. ft. within 12-month schedule.
 - **ABC Medical Center, Cancer Center**, City, State (\$2M): Managed building renovation and installation of firestop system to ensure compliance with JCAHO standards.
 - **ABC Foundation Hospital**, City, State (\$2M): Served as subcontractor for addition of heart center.
 - **ABC Bank**, City, State (\$1.7M): Constructed new facility encompassing approximately 3.5 sq. ft.
 - **ABC Machining**, City, State (\$1.5M): Completed industrial remodeling project for producer of precision parts, components, weldments, and assemblies for variety of businesses.
 - **ABC Hospital**, City, State (\$2M+): Performed 2 separate projects including renovation of doctor's clinic (\$2M) and installation of doors and hardware within brand new facility (\$125K).

Vice President/Partner, City, State (2002 to 2010)

Enlisted to fulfill project executive responsibilities for senior living facility (ABC Senior Living) valued at \$20M and steer establishment of operations at new State division. Hired, trained, and developed staff of 6 including office employee and 5 Senior Project Managers. Prepared/administered office and project budgets and handled estimating duties. Negotiated contracts with owners and subcontractors, created project schedules, and guided superintendents to ensure timely completion and conformance with client requirements. Worked closely with architects and engineers on value engineering and design for constructability.

- Maintained exceptional level of profitability throughout tenure until economic downturn in State, outperforming home office in City, State in 2007 and 2008.
- Presided over execution of several coinciding multimillion dollar projects from inception through completion:
 - **ABC Senior Living**, City, State (\$20M): Built 125-unit retirement community with full kitchen and restaurant, health facility, and social center.
 - **ABC Landings**, City, State (\$10M): Completed 21-unit luxury waterfront condominium complex with 3 buildings encompassing one level of parking and 3 levels of living space.
 - **ABC III**, City, State (\$6M): Functioned as Project Manager for construction of new office facility.
 - **ABC Restaurant**, City, State (\$1.5M): Directed development of upscale restaurant.

ABC Company | City, State

1989 to 2002

Superintendent of Construction Services

Progressed through series of positions with increasing responsibilities (Construction Specialist → Project Executive of Construction Services → Superintendent of Construction Services) based on exemplary performance and proven leadership abilities. Challenged to oversee design and construction of large corporate facilities throughout the US and Canada with projects ranging in value from \$8M to \$70M including regional offices, parking structures, training buildings, and data centers. Supervised 14-member team including 13 Construction Specialists and office support staff, holding full accountability for hiring and training process. Prepared budgets for department, specific projects, and personnel/travel. Partnered with architects, engineers, landscape specialists, interior designers, bonding companies, and city officials during design and construction.

- Led more than \$300M in concurrent assignments with direct involvement throughout design development, plan review, construction, and close out phases including coordinating building schedules and installation of furniture, fixtures, and equipment (FF&E) for projects requiring fast-track design/build construction as well as special considerations for various soil conditions encountered throughout the country.
- Orchestrated development of 3 corporate data centers valued at \$70M each including company's first such facility, which was completed from start to finish within 10-month period and encompassed zero downtime system design, raised access flooring, and electrified decks.
- Performed general contractor duties and facilitated conversion of regional office to high-tech training facility.

EDUCATION & PROFESSIONAL DEVELOPMENT

BS in Construction Management, State University, City, State

Licensed General Contractor, State (CGC1111111)

OSHA 10-Hour Certification

Firestop Certification

Computer Skills: Primavera, Constructware, Prolog Manager, Microsoft Project and Office Suite