

Ted Construction

Ted@domain.com

111 Some Street, City, State 12345

999-999-9999

On time, on budget, quality construction

Skilled and dedicated construction manager with extensive experience supervising employees and projects. Proven track record of completing and managing projects under tight deadlines and within budget and safety requirements.

MANAGEMENT SKILLS

Construction Site Management / Material Planning & Logistics / Quality Control / Crew Supervision / Contract Management / Budget Management / Client Relations / Project Estimations / Purchasing

TECHNICAL SKILLS

MS Project Schedule / Gantt Charts / Microsoft Word / Microsoft Excel / Suretrack Scheduling

WORK EXPERIENCE

Magnum Construction Company, City, State

Construction Manager

Sept. 2009 – Jan. 2014

- Provided broad supervisory support and field engineering on various construction, demolition and roadway projects with budgets ranging from \$8M to & \$75M
- Managed 5-15 projects simultaneously, including mechanical, electrical, plumbing, and structural development
- Oversaw construction of 175,000 sq. ft. warehouse; project completed on time and on budget despite vendor complications
- Prepared estimates and determine if construction budgets were adequately funded to complete proposed projects
- Supervised 5-40 skilled trade laborers
- Created and monitored construction schedules
- Developed partnerships with architects, engineers, inspectors, vendors, and clients
- Procured construction materials and tracked material delivery
- Represent department at project meetings
- Provided ideas and develop plans to improve environmental efficiencies

Ted Wells / Work Experience continued

Field Supervisor January 2004 - Aug. 2009

- Site supervisor for various commercial and residential projects
- Read blueprints and instructed crew members on specific tasks
- Monitored project cost estimates
- Implemented site safety standards
- Worked with inspectors to ensure site quality

Project Estimator May 1999 - Dec. 2003

- Created detailed project estimates based on customer specifications
- Negotiated contracts with potential customers
- Assisted with project management

Fill-In Supervisor/Construction Worker March 1992 - April 1999

- Led remodeling of residential and commercial sites
- Managed crews of 3-8 people to guide completion of projects
- Implemented site safety standards
- Worked with inspectors to ensure site quality
- Performed electrical-related wiring and installation

General Construction Worker Aug. 1989 - March 1992

- Built new houses, bathrooms, kitchens and add-ons
- Reviewed plans and requirements and performed required tasks
- Installed and repaired heaters, boilers, wiring and other electrical jobs
- Measured, fabricated, and installed various building materials
- Use mathematical and strategic analysis skills to complete projects accurately and safely

EDUCATION & PROFESSIONAL DEVELOPMENT

Associate in Applied Science St. Cloud Technical & Community College
Electrical Construction Technology

Apprenticeship J & J Construction Company
Construction Electrician

CERTIFICATIONS / AFFILIATIONS

- Journeyman Electrician / State License
- Member / Minnesota Electrical Association
- Member / Minnesota Construction Association