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SKILLS

- Construction Management
- Site Supervision
- Scheduling
- Safety Compliance
- Team Coordination
- Documentation

EDUCATION

BACHELOR OF SCIENCE IN CIVIL ENGINEERING, UNIVERSITY OF CONSTRUCTION, 2018

LANGUAGE

- English
- Spanish
- German

ACHIEVEMENTS

- Recognized for outstanding performance in project management during tenure at Build Right Co.
- Contributed to the successful completion of a multi-million dollar commercial project under budget.
- Implemented a new project tracking system that improved efficiency by 25%.

Michael Anderson

CONSTRUCTION MANAGER

Proficient Civil Engineer with 4 years of experience in construction management and site supervision. Strong organizational skills and attention to detail ensure successful project execution from planning to completion. Experienced in managing subcontractors and coordinating project activities to meet deadlines and budget constraints. Effective communicator with the ability to resolve conflicts and facilitate collaboration among team members.

EXPERIENCE

CONSTRUCTION MANAGER

Build Right Co.

2016 - Present

- Oversaw daily construction activities, ensuring adherence to project schedules and safety standards.
- Managed subcontractor performance, improving project efficiency by 15% through effective coordination.
- Conducted regular site inspections to monitor progress and address any issues promptly.
- Maintained project documentation and reports to ensure transparency and accountability.
- Facilitated team meetings to align project goals and address challenges.
- Implemented safety training programs, reducing workplace incidents by 30%.

CIVIL ENGINEER INTERN

XYZ Construction

2014 - 2016

- Assisted in project planning and scheduling for upcoming construction projects.
- Supported site supervisors in tracking project progress and reporting on key milestones.
- Participated in safety audits and compliance inspections to ensure adherence to regulations.
- Conducted material take-offs and contributed to cost estimation processes.
- Collaborated with design teams to incorporate feedback into construction plans.
- Gained exposure to various aspects of construction management and site operations.