



# MICHAEL ANDERSON

## Construction Manager

Results-driven Construction Manager with a focus on commercial projects and extensive experience in managing teams to deliver exceptional quality and value. Over 9 years of experience in the construction industry with a proven ability to balance project requirements and client expectations. Adept at utilizing contemporary project management methodologies to streamline processes and enhance team performance.

### WORK EXPERIENCE

#### Construction Manager

2020-2023

Urban Renovations

- Managed renovation projects for commercial properties, ensuring timely delivery and high quality.
- Developed and maintained project budgets, achieving cost savings of up to 10%.
- Supervised subcontractors, ensuring compliance with project specifications.
- Coordinated with clients to provide regular updates on project status.
- Implemented safety training programs that resulted in zero incidents on-site.
- Facilitated team meetings to enhance collaboration and address challenges.

#### Assistant Construction Manager

2019-2020

Renovate Right

- Assisted in managing various renovation projects, focusing on client satisfaction.
- Maintained project documentation and schedules to ensure timely completion.
- Supported the procurement of materials and equipment within budget constraints.
- Conducted site inspections to monitor progress and adherence to safety standards.
- Collaborated with design teams to finalize project plans.
- Participated in client meetings to discuss project requirements and updates.

### ACHIEVEMENTS

- Achieved recognition for outstanding project delivery in the commercial sector.
- Improved project turnaround times by 15% through effective resource management.
- Secured repeat business from satisfied clients, contributing to company growth.

### CONTACT

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### EDUCATION

#### Bachelor of Science in Construction Management

University of Michigan  
2016-2020

### SKILLS

- Project Management
- Budgeting
- Contract Negotiation
- Team Leadership
- Renovation Expertise
- Safety Compliance

### LANGUAGES

- English
- Spanish
- French