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## SKILLS

- Commercial Construction
- Scheduling
- Resource Management
- Conflict Resolution
- Quality Assurance
- Safety Compliance

## EDUCATION

**BACHELOR OF SCIENCE IN  
CONSTRUCTION MANAGEMENT, TEXAS  
A&M UNIVERSITY**

## LANGUAGE

- English
- Spanish
- German

## ACHIEVEMENTS

- Successfully completed a \$20 million office complex project with zero safety incidents.
- Recognized for innovative scheduling practices that reduced project duration by 15%.
- Achieved a 90% client satisfaction rate through effective communication and project delivery.

# Michael Anderson

## COMMERCIAL CONSTRUCTION MANAGER

Results-driven Construction Planning Manager with a focus on commercial construction and a rich history of delivering high-quality projects on time and within budget. Over 10 years of experience in managing diverse teams and fostering strong relationships with clients and stakeholders. Expertise in project scheduling, resource management, and conflict resolution, ensuring that all project milestones are met.

## EXPERIENCE

### COMMERCIAL CONSTRUCTION MANAGER

Metro Development Group

2016 - Present

- Directed the planning and execution of multiple commercial building projects valued at over \$35 million.
- Developed project schedules using Gantt charts and critical path methods.
- Monitored project progress and adjusted plans as necessary to meet deadlines.
- Conducted regular meetings with clients to discuss project updates and expectations.
- Ensured compliance with all local building codes and safety regulations.
- Trained and mentored junior project managers on best practices in construction management.

### PROJECT SCHEDULER

Superior Construction Inc.

2014 - 2016

- Created detailed project schedules and timelines for various construction projects.
- Collaborated with project managers to assess project timelines and resource needs.
- Assisted in the development of project budgets and financial forecasts.
- Tracked project milestones and prepared performance reports for management.
- Facilitated communication between teams to resolve scheduling conflicts.
- Implemented a new scheduling tool that improved project tracking efficiency by 20%.