

MICHAEL ANDERSON

Construction Scheduler

- San Francisco, CA
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Results-driven Construction Scheduler with a comprehensive background in the construction industry, specializing in large-scale projects with a focus on operational efficiency and cost management. Demonstrated proficiency in utilizing advanced scheduling techniques to develop and implement effective project timelines. Recognized for the ability to adapt to changing project dynamics and stakeholder requirements, ensuring consistent project delivery.

WORK EXPERIENCE

Construction Scheduler | Mega Projects LLC

Jan 2022 – Present

- Developed and maintained comprehensive schedules for large-scale construction projects.
- Utilized advanced scheduling software to track project progress and manage timelines.
- Collaborated with project teams to ensure alignment of schedules with construction activities.
- Conducted risk assessments to identify potential scheduling conflicts.
- Facilitated regular meetings with stakeholders to communicate updates and adjustments.
- Prepared detailed reports on project schedules for senior management review.

Assistant Scheduler | Construction Innovations Corp.

Jul 2019 – Dec 2021

- Assisted in the scheduling and coordination of various construction projects.
- Tracked project milestones and provided updates to project managers.
- Utilized scheduling tools to monitor progress and manage resources.
- Participated in project meetings to discuss scheduling challenges and solutions.
- Supported lead schedulers in the preparation of reports and documentation.
- Facilitated communication between project teams and stakeholders regarding schedules.

SKILLS

Project Scheduling

Cost Management

Risk Analysis

Advanced Software Skills

Team Collaboration

Quality Control

EDUCATION

Bachelor of Engineering in Civil Engineering

2015 – 2019

National University

ACHIEVEMENTS

- Successfully managed schedules for projects with a total value exceeding \$70 million.
- Increased project efficiency by 15% through effective scheduling practices.
- Recognized for outstanding contribution to safety compliance on construction sites.

LANGUAGES

English

Spanish

French