



MICHAEL ANDERSON

Senior Scheduling Engineer

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SUMMARY

As a seasoned Scheduling Engineer with over 8 years of experience in the construction industry, I have honed my skills in project scheduling, resource allocation, and risk management. My background includes successfully managing large-scale construction projects from inception to completion, ensuring that they are delivered on time and within budget.

WORK EXPERIENCE

Senior Scheduling Engineer ABC Construction Group

Jan 2023 - Present

- Developed and maintained project schedules for multiple high-profile construction projects.
- Conducted regular schedule updates and forecasts to communicate project status to stakeholders.
- Collaborated with project teams to identify and mitigate scheduling risks.
- Utilized Primavera P6 to create comprehensive project timelines.
- Implemented scheduling best practices, leading to a 20% reduction in project delays.
- Coordinated with subcontractors to ensure timely material deliveries and resource allocation.

Scheduling Engineer XYZ Development Corp

Jan 2020 - Dec 2022

- Assisted in the development of project schedules for residential and commercial projects.
- Monitored project progress and prepared reports for management review.
- Facilitated meetings with project teams to discuss schedule updates and changes.
- Utilized Microsoft Project for daily scheduling tasks and resource management.
- Analyzed project schedules to identify areas for improvement.
- Helped implement a new scheduling software, improving team efficiency by 15%.

EDUCATION

Bachelor of Science in Civil Engineering, University of Technology, 2015

Sep 2019 - Oct 2020

ADDITIONAL INFORMATION

- Technical Skills:** Project scheduling, Risk management, Primavera P6, Microsoft Project, Resource allocation, Communication
- Awards/Activities:** Received the 'Excellence in Scheduling' award for innovative project management solutions.
- Awards/Activities:** Successfully reduced project completion times by an average of 15% across multiple projects.
- Awards/Activities:** Led training sessions on scheduling software for junior engineers, enhancing team capabilities.
- Languages:** English, Spanish, French