

Resume

Robert Wright
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Objective To be hired as a ***** at *****

I am looking for the next adventure in my career. I bring a wide range of skills from business development to the successful completion of the project with a happy client. A full time employee position with your organization is my goal.

Qualifications: Leadership skills
Project Manage a wide variety of projects
Manage clients, coworkers, and employees with discretion
Willing to learn new stuff
Eye for detail
Skilled with various software programs – Excel, Word, Outlook, Maximzer, UDA, Procure, Xcatimate, PlanSwift, Site Docs
Secret security clearance
ASP Safety Training (Quebec)
WRT certified
Infection Control training(CSA)

Professional Experience November 2020 to Present
RenoKrew
Site Supervisor
Supervise various on site projects for governmental clients
Local and out of town (Pembroke, Toronto, Cornwall) projects
Applied Health & Safety requirements based on COR direction
Applied onsite Infection Control requirements.

March 2020 to September 2020
Fred Trottier Construction
Construction Site Manager
Supervise site supervisors on various government locations and projects
Update site supervisor role requirements and train/mentor supervisors
Worked with H&S dept. to hire Covid Coordinators
Project managed various contracts provided by the estimating department

June 2018 to November 2019

Cambria Design Build

Site Supervisor

Day shift supervisor for 3 Walmart locations – Barrhaven, South Keys, and Windsor
Meet daily with store staff to go over upcoming and ongoing items, concerns, and scheduled events
Coordinate subtrades and suppliers for day and night shifts
Ensure schedule goals are met
Supervise site labour and subtrades as required
Provide help estimating bids and closing tenders in the head office
Applied Health & Safety requirements based on COR direction

Sept. 2017 to May 2018

Amsted Design Build/Restore-All

Project Manager

Project manage multiple large residential projects concurrently
Provide guidance and direction to site crew, subcontractors, and office staff

April 2014 to Sept. 2017

Ottawa, Ont.

Lumen Homes/Four Seasons Sunrooms

Project Manager/Estimator

Provide large project, project management, sales, and company management services
Create & revise estimate system

April 2014 to Sept. 2017

Ottawa, Ont.

Restore-All Corp.

Estimator

Estimated up to 175 proposals a year
Business Development – public and private sources
Complete public and private tender opportunities
Project Manage emergency crews, advise HO's on the restoration process, and collaborate with file adjusters
Use Xcatimate, XactAnalysis, and Contractor Connection

October 2012 to April 2014

Prescott, Ont.

D.C. Snelling LTD

Project Manager/Estimator/Business Development

Project managed up to 5 projects a year
Completed all public tenders from document pick up to tender close

Found and applied to private and public bid lists – CCDC7
&11's

August 2011 to September 2012 Ottawa, Ont.

Dalton Distinctive Renovations

Estimator/Project Manager/ Systems Implementation

Manage project sites as required

Estimated up to 35 proposals a year

Produce estimates, scopes of work, and costs for new proposals and ongoing projects

Actively participate in industry forums and committees

1994 to August 2011 Ottawa, Ont.

Citadel Renovations

Owner/President

Operated a home renovation business in all aspects

Estimated up to 200 proposals a year

Business Development – private sources

Project managed up to 50 projects a year

Bid on and completed federal government ICI renovation projects

Ensured a team environment was in place and well maintained

Actively participated in a mixture of industry forums and committees

Renovator of the Year winner

1993 to 1994 Ottawa, Ont.

RWA Construction Services

Owner/Partner

Operate a residential and ICI construction business

Public bidding to completion of an assortment of projects

1987 to 1993 Ottawa & Toronto, Ont

Various ICI and excavation contractors

Westinde Construction

VK Mason

T.G. Fuller

Citicom

Dufrense Piling

Ruiter Engineering

Completed various tasks on site and in the office, which included

Site Surveyor

Site Foreman

Estimator

Carpenter/Labourer

Education

1987 to present

Claims Management training

Procore and Planswift basic training

Health & Safety COR training and implementation

Xactimate training

IICRC Water Restoration Technician (WRT) training

A wide range of industry and special interest opportunities have been, and will continue to be pursued

2007 to present

Algonquin College

Member of Advisory Committee for Building Construction Technician Program (BCT)

1984 to 1987

Algonquin College

Completed Construction Engineering Technician Program

Completed first year of Architectural Technician Program