



# SAMPLE 10

## Construction Superintendent

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### Contact

Brooklyn, NY  
863-000-2222  
Sample10@gmail.com

### Objective

Highly skilled Construction Superintendent with a proven ability to lead and oversee all phases of construction projects. Dedicated to ensuring quality workmanship, maintaining safety standards, and optimizing project efficiency. Seeking to leverage expertise in project management, team coordination, and problem-solving to drive successful project outcomes and contribute to organizational growth.

### License

NYC DOB Construction Superintendent

### Education and Certification

62-Hour SST Supervisor Certification  
30-Hour OSHA Course Certification  
American School of Correspondence,  
Diploma

### Experience

#### Company Owner & Consultant, Simplified Construction Consulting


June 2024 – Present

Business owner and consultant specializing in business reorganization, process improvement, and project management. As construction superintendent, responsible for overseeing and coordinating all the activities of a construction site according to project blueprints and schedule plans; coordinating subcontractors, performing quality control and safety checks, and providing on-site direction when preparing construction sites. Led initiatives to enhance operational efficiency, streamline workflows, and optimize performance. Collaborated with stakeholders to implement solutions, ensuring growth and improved profitability.

#### Project Manager, Gordian

May 2019 – June 2024

Experienced construction project manager specializing in NYC School Construction Authority (SCA) projects and Columbia University Housing and Capital initiatives. Skilled in overseeing capital projects and classroom renovations, ensuring seamless execution from scope development to closeout. Proficient in Job Order Contracting (JOC) for job procurement and adept at managing multiple projects concurrently. Expertise includes proposal development, construction coordination, and closeout facilitation, with a strong track record of success in SCA's AC Initiative projects ("Cool School"). Dedicated to delivering high-quality results that enhance educational environments and student housing.



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### **Machine Safety Officer, Vail Corporation**

November 2018 – April 2019

Perform regular inspections of machinery and equipment to ensure compliance with safety regulations and operational guidelines. Develop and enforce safety protocols and training programs to promote hazard awareness and accident prevention. Conduct risk assessments and hazard analysis to identify potential safety concerns and recommend corrective actions. Investigate incidents and near-misses, document findings, and implement preventive measures. Ensure adherence to OSHA, ANSI, and other regulatory safety standards.

### **Project Manager, Metropolitan Building Consulting Group**

April 2018 – September 2018

Managed a five-story multi-family construction project in Manhattan, overseeing all on-site operations to ensure efficiency, compliance, and project success. Coordinated material deliveries, executed procurement based on plan take-offs, and conducted inspections to maintain quality and safety standards. Acted as the primary liaison between the Owner, General Contractor, and Sub-Contractors, facilitating clear communication and issue resolution. Maintained detailed documentation through daily logbook entries for safety inspections and processed RFIs as required to support seamless project execution.

### **Project Manager, Construction Design Management**

April 2017 – April 2018

Managed multiple renovation projects, overseeing up to five projects concurrently to ensure timely completion and adherence to design specifications. Strategically coordinated material deliveries, scheduled contractor start dates and maintained a comprehensive Project Completion Schedule to streamline workflow and prevent delays. Conducted detailed plan take-offs for material procurement, ensuring order accuracy and budget adherence. Provided strong leadership in project execution, monitoring progress, resolving challenges, and collaborating with stakeholders to drive successful outcomes.