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## Civil Engineer Project Manager Resume

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### Job Objective

Respected Civil Engineering Project Manager seeks position where my skills would be used for the betterment of the company and its employees.

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### Highlights of Qualifications:

- Certification in professional engineering
  - Exceptional experience in preparing and managing military designs
  - Deep knowledge of civil designs and utility designs
  - Outstanding knowledge of basic theories and procedures
  - Ability to maintain flexible schedule for all processes
  - Ability to work independently as well as in team
  - Profound communication skills in both oral and written forms
  - Good understanding NGB and AFARS regulations and processes
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### Professional Experience:

Civil Engineering Project Manager  
URS Corporation, Plymouth, IN  
October 2008 – Present

- Administered and performed various certified civil engineering activities for all clients.
- Documented project activities for all new construction projects.
- Assisted in renovation and recommend improvements to all real property facilities.
- Assisted in various new construction projects and recommend changes.
- Managed all surveillance projects as per contract documents and ensured compliance to all requirements.
- Prepared reports for all local construction projects.
- Developed all cost estimates for projects and utilized various estimate tools for all projects.

Supervising Civil Engineer  
Parsons Corporation, Plymouth, IN  
August 2003 – September 2008

- Prepared schedule for all engineering projects and assign activities to appropriate personnel.
- Supervised compliance to all plans, specifications within required budget.
- Prepared and maintained records of all engineering activities and projects.
- Determined required engineering standards and policies.
- Conducted interview to ensure selection of appropriate employee.
- Provided assistance for all processes to resolve all engineering techniques.

Civil Engineer  
Ops Plus, Inc., Plymouth, IN  
May 1998 – July 2003

- Provided technical support to all reconstruction projects.
  - Ensured compliance to all engineering codes and standards as per company policies and procedures.
  - Performed all calculations and specifications for all construction drawings.
  - Administered regular visits to all project sites and evaluated all construction progress.
  - Performed research for all code requirements and prepared procedure manuals.
  - Assisted to compile all data for multiple projects and documented all technical data.
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### Education:

Bachelor's Degree in Civil Engineering  
North Park University, Chicago, IL  
Master's Degree in Civil Engineering  
Paul Quinn College, Dallas, TX

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