
CONSTRUCTION PROJECT ENGINEER RESUME

Objective:

To seek employment as a Construction Project Engineer in my desired field.

Summary of Skills:

- Admirable experience working as a Project Engineer for a construction company
 - Operational knowledge of budgeting for the project
 - Exceptional knowledge of RFIs, scheduling and job costing
 - Ability to understand the working of crane and its various lifting techniques
 - Remarkable ability to review the submittals and oversee the construction process
 - Skilled to interpret the design of the construction
 - Amazing communication skills
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Work Experience:

Construction Project Engineer, August 2005 – Present
Merrick & Company, Pensacola, FL

- Assisted the Project Managers in the construction projects.
- Maintained the various drawings, log and specification in the construction project.
- Coordinated with the Project Managers and issued RFIs.
- Prepared the material procurement log and maintained records of all documents for the subcontractors.
- Prepared the monthly variance reports and maintained the quantity surveys.
- Received the bid packages and evaluated the bids.
- Organized the monthly invoices and facilitated the payments.
- Verified all the assemble change order submittals.

Construction Project Engineer, May 2000 – July 2005
GBR Smith Group, Pensacola, FL

- Managed all project files on the suppliers and subcontractors such as specifications and the built in records.
 - Compiled the entire subcontractor's proposal and reviewed them thoroughly.
 - Assisted the Project Manager and evaluated the work done by the subcontractor, prepared the project schedule.
 - Coordinated with the Project Manager and ensured that the work was carried in accordance to the schedule and made the necessary changes.
 - Maintained working relationship with the subcontractors, professionals, representatives and suppliers.
 - Performed various office activities on the site, maintained all the project specific documents.
 - Documented the progress of the construction process.
 - Prepared and tracked all logs such as RFIs and submittals.
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Education:

Bachelor's Degree in Aeronautical Engineering, Regis University, Denver, CO

Master's Degree in Aerospace Engineering, Griffin Technical College, Griffin, GA

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