
Wireless Construction Manager Resume

Job Objective

Seeking a career as Wireless Construction Manager in which I can use my skills and experience to grow with company and become a valued member of the team.

Highlights of Qualifications:

- Admirable knowledge of business concepts and practices working as a construction manager on a wireless environment
 - Outstanding knowledge of safety guidelines and concepts
 - Operational knowledge of files construction concepts and procedures
 - Remarkable ability to interpret blueprints and architectural sketches
 - Sound ability to track job progress and complete projects within deadlines
 - Skilled to multitask and prioritize work
 - Excellent skills to plan projects and analyze efficient working
 - Familiarity in working on Microsoft applications
 - Solid understanding of building codes and zoning regulations
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Professional Experience:

Wireless Construction Manager

BCI Communications, Inc, San Francisco, CA

October 2008 – Present

- Administered construction sites and associated activities for market.
- Coordinated with various teams and assembled bills of materials and prepared schedule for sites.
- Evaluated bids, interviewed contractors and ensured compliance within budget.
- Managed firms, reviewed various drawings and prepared status.
- Prepared status reports for construction site work on a weekly basis to be submitted to project manager.
- Developed construction process and worked according to standards,
- Maintained work according to site vendors.
- Oversaw all zoning submittals and prepared building permit process.

Wireless Construction Supervisor

PDS Technical Services, San Francisco, CA

August 2003 – September 2008

- Coordinated with construction manager and scheduled all required communication.
- Prepared estimates and schedules for various materials and associated purchase orders.
- Monitored project management and observed progress and delays of all projects.
- Supervised all construction activities and performed work according to specifications.
- Ensured compliance to quality and safety standards.

Wireless Construction Coordinator

Skyhawk Wireless, San Francisco, CA

May 1998 – July 2003

- Coordinated with project teams, customers and vendors and prepared project related documents and closeout packages.
 - Prepared and updated customer project databases.
 - Performed audit functions and ensured accuracy of invoices.
 - Provided support to project control team and prepared timely reports.
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Education:

Bachelor's Degree in Construction Science

Emporia State University, Emporia, KS

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