

Rachel Kostiw

22 Bill Guy Drive
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Mobile: 647.975.4456 rachel.kostiw@gmail.com

Objective: Currently seeking a high-rise residential Assistant Superintendent position in the field of Construction Management. I am highly experienced, dedicated, motivated and confident individual seeking a full-time position.

Experience

Assistant Superintendent – Finishing

October 2022 – March 2024

Tucker Hirise Construction, Toronto, ON

Bela Square Project

Project Value: \$200 Million Dollars

- Completed outstanding deficiencies for all structural concrete works for Midrise/Stacked townhouse rental building
- Directed and managed all finishing operations ensuring high quality control was utilized within budget and as per project specifications
- Completed Full Cycle/ Building Envelope – precast panels, windows, miscellaneous metals, waterproofing and roofing working alongside Consultants – Bulletin -19, Envelope with limited deficiencies
- Performed Pre-Board Inspection walk-throughs with all task relating Consultants, along with City of Toronto Building Inspectors
- Completed Pre-Board Inspection Checklist on Procore software
- Collaborated and communicated with both Project Management and Site Management team at all times
- Directed labour force when required to meet construction schedules
- Reviewed all Scope of Works, engineered drawings on a regular basis
- Supervised and authorized all time and material works
- Ability to create RFI's resulting in change orders or site instructions
- Created 2 to 4 week look ahead schedules to forecast any conflicts to maintain construction progress
- Collaborated schedules with Master Scheduler and Upper Management on a weekly basis
- Created and maintained tracking logs for all works
- Completed CMHC/ Adaptable (wheel- chair accessible) suites
- Assisted in elevator completion works
- Assisted PDI team when required
- Completed Presentation Centre for Developer
- Completed Weekly Safety Reports on Procore software and rectified any hazards immediately
- Maintained Daily Logs on Procore software on a day-to-day basis

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Assistant Superintendent – Structural
Tucker Hirise Construction, Toronto, ON
The Ravine Project
Project Value: \$200 Million Dollars

February 2020 – October 2022

- Reviewed all engineered drawings on a regular basis
- Ordered structural steel and concrete as per engineered drawings
- Ensured all miscellaneous metals were included in concrete pours
- Maintained 4-day concrete pour schedules per floor once the building reached typical floors/layout
- Worked closely with Formwork subcontractor ensuring schedules were met
- Completed Pre-Pour Checklist on Procore software and addressed all deficiencies to responsible subcontractors
- Ensured structural walk-throughs were completed by Structural Engineers on a regular basis

Assistant Superintendent
Crosslinx Transit Solutions, Toronto, ON
Eglinton Crosstown LRT Project
Project Value: \$12 Billion Dollars

July 2019 – February 2020

- Supervised all excavation works and activities on a regular basis for rotating day and night shifts
- Assisted team in structural build for the subway station
- Maintained daily and weekly reporting to Upper Management tracking progress
- Held meetings with subcontractors to ensure plans were thorough for upcoming works
- Provide technical and on-site direction to labour forces
- Arranged weekly safety meetings, ensuring all questions and concerns were documented
- Assisted in high stress incidents/ accidents on-site

Assistant Superintendent
Empire Communities, Toronto, ON
Eglinton Crosstown LRT Project
Project Value: \$500 Million Dollars

May 2017 – July 2019

- Supervised 70% of structural concrete works, inclusive of 5 storey (65 degree) decorative roof
- Ordered structural steel and concrete as per engineered drawings
- Ability to work with multiple subcontractors within multiple areas of the building in a fast-paced challenging environment
- Completed walk-throughs with City of Toronto Building Inspectors
- Completed Amenity areas from start (structural concrete) to turnover to Owner and Building Property Management (Theatres, Indoor Pool/ Whirlpool, Saunas, Party Rooms, Game Rooms, Treatment Lounges, Gym, Yoga Room, Spinning Room, Mixed Martial Arts Room and Kids Play Room)
- Reviewed Colour Charts and O&E's ensuring suites were completed as per Owners' request
- Completed hardcopy of Pre-Board Inspection Checklists associated for recordkeeping

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- Completed all deficiencies rectified by subcontractors prior to Pre-Pre Delivery Inspections (PPDI), minimizing turnover concerns to Customer Care Department and Tarion Home Warranty
 - Completed all Building Property Management concerns as per request
 - Managed all labour force hours and schedules using Dayforce software
 - Managed site security, addressing daily concerns
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Education

Honours Bachelor of Technology (Construction Management) Degree

2014-2018

Angelo Del Zotto of Construction Management

George Brown College, Toronto, ON

Highlights of Qualifications

- Expertise in high-rise residential structural concrete and finishing works
 - Expertise in creating and maintaining schedules and tracking logs
 - Strong ability to read and comprehend engineered drawings and specifications
 - Ability to work alongside Engineers, Architects and Subcontractors in an informative and professional manner
 - Quality conscious ensuring quality assurance and control is in effect with a keen detail-oriented tracking deficiencies on Procore software
 - Strong communicator who works well with all individuals at all levels of the organization
 - Strong interpersonal and problem-solving skills with proven ability to resolve issues
 - Knowledge with Ontario Building Code (OBC), OHS Act and Regulations
 - Ensures work environments are safe at all times
 - Maintains a weekly safety scorecard of 90% or over
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Skills

- MS 365 (Word, Excel, PowerPoint, Outlook, Project)
 - Procore Construction Management Software
 - PlanSwift Takeoff Software
 - Bluebeam Construction Software
 - Bridgit Construction Software
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Certifications

- Supervisory Competency
- Working at Heights
- First Aid- CPR
- Worker Health and Safety Awareness
- 400k Natural Gas
- Aerial Work Platform
- Hoisting and Rigging