

Work Experience**Multiline Construction**
Junior Site Supervisor

April 2024-December 2024

- Ensure strict adherence to architectural, mechanical and engineering drawings throughout all phases of construction projects.
- Coordinate and schedule inspections with relevant authorities to ensure compliance with regulatory standards and project timelines.
- Oversee comprehensive site cleanliness and organization to enhance safety protocols and project efficiency.
- Conduct thorough site walkthroughs with inspectors to address any concerns and ensure quality assurance.
- Implement and enforce rigorous safety protocols and procedures to safeguard personnel and maintain regulatory compliance.
- Manage scheduling and coordination of demolition crews, electricians, HVAC technicians, plumbers, carpenters, cleaners, and painters to optimize workflow and meet project deadlines.
- Perform detailed quantity takeoffs and material estimations to facilitate accurate project costing and resource allocation on and off-site.
- Coordinate with vendors to review and examine blueprints, ensuring clarity on specifications and requirements. Address any questions or concerns they may have to prevent potential issues during construction.
- Conduct quality control assessments and site repairs between projects, inspecting work for standards compliance, and performing necessary fixes to maintain optimal site conditions and functionality.

ROMHUSH HOMES
Assistant Site Supervisor

May 2023 – August 2023

- Support job performance and communicate productivity any concerns to the Site Supervisor.
- Support in completing construction projects on time and within budget.
- Coordinate with subcontractors as necessary.
- Shadow the main Site Supervisor in managing construction personnel and assigning daily tasks.
- Attend daily site meetings.
- Ensure site personnel adhere to safety requirements and identify any safety hazards.

Goodlife Fitness
Motivator

November 2022-2024

- Serve as the first point of contact for members or potential members upon the arrival at the club
- Create a welcoming, clean, and safe environment to help members achieve their fitness goals.
- Properly and efficiently handle incoming calls.
- Assist members with equipment questions.
- Possess in-depth knowledge regarding memberships and club services.
- Complete club runs and cleaning tasks.
- Complete any required learning tutorials.
- Attend all monthly meetings.

Costco
Meat Dept

July 2022 – November 2022

- Stocking shelves.
- Receiving and unloading deliveries.
- Assist customers in finding their products.
- Cleaning the back area to managers approval.

Educational Achievements

George Brown College, Toronto, ON

- **Construction Engineering Technology – Honors Diploma** **2020-2024**

Technical Skills & Proficiency

- Strong verbal and written communication skills to facilitate clear project coordination.
- Effective multitasking ability across concurrent projects.
- Proficiency with Microsoft Office Suite, Microsoft Project, Revit, and Blue Beam.
- Collaborative team player known for reliability.
- Trusted for managing sensitive project information and client expectations.
- Received training on safe Elevating Work Platform practices
- Received training on safe Forklift Operations
- Procore Technologies- Quality & Safety Certification

References

Available upon request
