

# Soheil Nazarinejad

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## SUMMARY

Results-driven Construction Project Manager with 3+ years of experience delivering full-scale residential renovation projects ranging from \$80K to \$150K. Proven ability to manage project budgets, schedules, subcontractors, and client expectations while ensuring OBC compliance and high-quality workmanship. Oversaw 15+ renovation projects, consistently completing them on time and within budget. Strong knowledge of sustainable building practices, carpentry, finish work, and project management software including Buildertrend, Procore, MS Project, and Excel.

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## SKILLS

### Project Management & Leadership

- Construction project management and planning
- Budgeting, cost estimation, and resource allocation
- Scheduling and timeline management (Gantt, MS Project)
- Subcontractor coordination and team leadership
- Contract administration and procurement
- Client relations and stakeholder management
- Risk assessment and mitigation planning

### Technical / Construction Expertise

- Residential and commercial renovation
- Ontario Building Code (OBC) compliance
- Finish carpentry and structural framing
- Building materials and quality control
- Sustainable construction practices / passive house principles

### Software and Tools

- Buildertrend
- Gantt
- Microsoft Excel
- Sketchup
- Procore

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## CERTIFICATION:

- WHMIS Certification
- Working at Heights
- Worker Health and Safety Awareness
- Procore Certified Project Manager

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## PROFESSIONAL EXPERIENCE

### Project Manager – Urame Living, Toronto, ON (May 2023 – Present)

- Managed 15+ residential renovation projects ranging from \$80K–\$150K, including full house, townhouse, and bungalow remodels.
- Created detailed project schedules (Gantt) and maintained timelines with 95% on-time completion.
- Supervised 4–12 subcontractors/trades per project, improving workflow efficiency and reducing delays by 15%.
- Controlled budgets, tracked expenses, and negotiated with suppliers/subcontractors to achieve 8–12% cost savings without sacrificing quality.
- Led client meetings, clarified scope, provided progress updates, and ensured strong communication throughout the project lifecycle.
- Ensured full compliance with the Ontario Building Code and coordinated permit requirements when necessary.
- Implemented risk mitigation strategies to prevent schedule disruptions and site safety issues.

### **Subcontractor – Atina Consulting Inc., Toronto, ON (May 2024 – Oct 2024)**

- Led renovation projects for bungalow and townhouse properties.
- Oversaw structural modifications, including load-bearing wall removal, ceiling height adjustments, and layout redesigns.
- Coordinated all phases of construction to meet client expectations and building code standards.
- Managed on-site teams and subcontractors to optimize workflow efficiency.
- Assisted in planning and procurement of materials and resources.

### **Carpenter & Renovation Specialist – Hardhat Reno Guys, Toronto, ON (May 2023 – June 2023)**

- Installed drywall, baseboards, and door casings for residential projects.
- Assisted in project planning and material preparation.

### **Finish Carpenter & Renovation Expert – Bianka Cabinetry, Toronto, ON (April 2022 – April 2023)**

- Delivered high-quality finish carpentry and cabinet installation for multiple residential renovations.
- Ensured precision, attention to detail, and compliance with design specifications.

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## **EDUCATION**

- **George Brown College, Toronto, ON** **September 2021-April 2024**  
**Building Renovation Technology – Advanced diploma (3-year program)**

In this three-year program, I acquired a solid foundation in both renovation and construction techniques and project management skills. Key areas of focus included:

- **Managerial Skills:** Project management, site management, budgeting and financial management, scheduling, client relations, business management and inspection.
- **Technical Skills:** Residential construction and renovation including sustainable construction principles, carpentry, plan reading, surveys, building codes, cabinetry, framing, flooring, windows and doors, insulations, Testing Airtightness and blower door test, passive houses, basic electrical, HVAC and plumbing systems.
- **Software Proficiency:** Competence in CAD, project management tools, and financial management software.
- **Awards & Recognition:** Academic Excellence Award for outstanding performance in Building Renovation Technology program (2021, 2022, 2023)

- **Islamic Azad University, Karaj, Iran** **(2018-2020)**  
**Computer Engineering**