

Michael Trinchi

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PROFESSIONAL SUMMARY

Construction management professional prepared to leverage extensive experience in supervising large-scale construction projects. Adept at driving project success through effective planning, coordination, and execution. Valued for collaborative team leadership and results-driven approach that adapts to changing project needs. Proven skills in project scheduling and budget management.

SKILLS

Proficient with a variety of both hand and power tools

Punctual, hardworking, reliable, and efficient team player with an excellent work ethic

Able to multi-task while maintaining a positive attitude and a flexible work style

Proficiency in using and maintaining BuildPro

Construction supervision

Effective written and verbal communication

Permit processing

Project safety

Staff training and mentoring

Site safety coordinator

Excellent interpersonal and communication skills required to communicate with diverse groups of customers, colleagues, and staff members

Quality oriented person who keeps with professional standards and meets deadlines

Self-motivated, quick learner with ability to work well independently

Subcontractor supervision

Site inspections

Deadline management

Hand and power tools

Quality control

Scheduling expertise

Crew safety meetings

WORK HISTORY

PROJECT SUPERINTENDENT | 07/2022 to Current **Menkes Developments - Toronto**

- Plan, schedule, organize, direct and control construction projects from start to finish according to schedule, specifications and budget
- Prepare progress reports and issue progress schedules to clients
- Oversee day-to-day field activities
- Supervise the activities of subcontractors and subordinate staff
- Conduct employee orientations and safety meetings

- Maintaining a daily log of construction site operations and identifying any gaps or areas that need to be addressed
- Implementing techniques and strategies that are both efficient and cost-effective
- Conducted site inspections to monitor progress and enforce adherence to project specifications.
- Implemented best practices for cost control, resulting in reduced project expenditures.
- Trained and mentored junior staff on construction processes and safety protocols.
- Developed project timelines, ensuring alignment with strategic objectives and client expectations.
- Handled scheduling of subcontractors and staff to complete projects within required timeframes.
- Conducted regular site inspections to assess progress, address issues, and maintain quality control throughout the project lifecycle.
- Worked with inspectors, workers and unions, to conduct weekly status updates.
- Coordinated subcontractor activities to ensure compliance with safety and quality standards.
- Oversaw project scheduling and resource allocation to optimize workflow efficiency.

BUILDER (SUPERINTENDENT) | 03/2018 to 07/2022

Mattamy Homes - Toronto

- Responsible for supervising on-site construction staff including: scheduling subcontractors, inspectors and suppliers on the job, managing day-to-day operations on the job site, inspecting all work during construction to ensure compliance with plans and specifications, and resolving any problems that might arise
- Approves subcontractor invoice for accuracy
- Manage the construction of assigned homes from foundation to close, including 30-day warranty signoff
- Oversee and monitor all daily trade functions: timeliness, quality of workmanship and completion of work
- Schedule and conduct onsite homeowner meetings
- Assist in ordering all materials required to construct houses
- Schedules and attends all necessary municipal inspections. Assists Inspectors with the completion of the review, and rectifies issues as required
- Responsible for managing to the production schedule, adds comments re: site changes and improvements as necessary and communicates to VP of Construction
- Ensures all work is being done in a safe manner and enforce safety standards and laws within position's scope of authority. Ensures homes are as clean and aesthetically appealing as possible while under construction
- Overseeing timely construction of homes, within budget and to company quality standards.
- Perform daily walks through homes to identify deficiencies and ensure all Homeowners extras are completed.
- Supervise subcontractors, inspectors and suppliers by inspecting all work during construction to ensure compliance with plans and resolving construction problems.
- Order materials, schedule municipal inspections, enforce lumber management program, and manage the production schedule.
- Keep informed about safety, quality, production timelines and costs.
- Develop a constructive and helpful working relationship with homeowners

NEW HOME TECHNICIAN | 02/2017 to 02/2018

Mattamy Homes - Toronto

MANAGER | 11/2010 to 12/2016

Ministry of Government Services – ServiceOntario

FACILITATOR / CUSTOMER SERVICE REPRESENTATIVE (D&V SUBJECT MATTER EXPERT-SME) |

09/2000 to 10/2010

Ministry of Transportation/Government Services – ServiceOntario

EDUCATION

George Brown College - Toronto, ON | Construction Project Management Certificate

03/2025

LANGUAGES

English

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Native or Bilingual

CERTIFICATIONS

- First Aid & CPR/AED Level C -2025-09-15
- Working at Heights Training - 2025-09-30
- Aerial Work Platform Training - 2025-09-29

PROFESSIONAL DEVELOPMENT AND EDUCATION

- Excel Level I and II
- Word Level I and II
- Outlook Level I and II
- CPR: First Aid
- De-escalating Potentially Violent Situations
- Emotional Intelligence
- Aerial Work Platform
- Working at Heights
- Learning to Lead
- Management Foundations
- Effective Communication
- Time Management
- Strategic Thinking
- Culinary Arts Program, Humber College
- Construction Management, George Brown
- Diploma from St. Basil's The Great College School