

DIRECTOR OF DEVELOPMENT

Professional Summary

Real Estate / Development / Construction Executive Versatile executive with 38 years experience in the real estate and construction industries possessing a combination of hands on technical experience coupled with strong organizational and leadership skills to manage project teams from concept to completion. Honest and thoughtful style results in loyal teams that work toward a common goal. Strategic thinker and planner with analytical skills and proven aptitude to manage complex and numerous projects and coordinate the efforts of corporate departments, landlords, designers, consultants, and contractors to turn over successful projects. Honest and pragmatic approach to conflict resolution and problem solving. Immense pursuit and tireless effort to produce successful and timely results. Strong real estate aptitude allows for thorough Due Diligence and market analysis, for contract, purchase and lease administration. Commercial and Residential project management - Development - Estimating - Budget Preparation and Implementation - Profit & Loss responsibility - Value Engineering - Cost Control - Team Building - Employee training - Site Selection -- Land Use Entitlement - Permitting - Design and Plan Review - Bidding and Negotiation - Purchase and Lease negotiation - Purchase, Lease and Contract Administration Construction Manager familiar with preparing and negotiating contracts with clients and suppliers. Innovative Construction Manager adept at finding engaging ways to motivate construction teams to exceed expectations and maintain high standards.

Skills

Work History

05/1999 to Current

Director of Development Company Name " City , State

- Management of multiple projects in Georgia and Florida ranging to 3/4 million square feet annually Management of construction of high end health club facilities ranging to \$10 million each Management of a remote corporate office, including budgets ranging to \$60 million, 5 employees Management of Construction Managers, designers, consultants, contractors, Landlords Site analysis, purchase and lease negotiation Due Diligence, entitlement processing, permitting Reporting to corporate office and departments, project schedules, progress and coordination of FF&E Led the company for projects completed and cost control Initiated the interior and exterior branding graphics.
- Reviewed plans and specs during the schematic design of pre-construction.
- Coordinated utility service providers according to project schedules.
- Obtained building and specialty permits from local jurisdictional agencies.
- Conducted weekly production and operations contractor meetings, which facilitated stronger communication and the ability to resolve critical issues.
- Performed regular job site observations to provide direction for all general contractor personnel.
- Conducted all critical pre-installation conferences with general contractors, subcontractors, consultants and manufacturer's representatives.
- Digitally archived weekly progress and technical "Knowledge Base" photographs of all assigned projects.
- Assisted the operations group with warranty service repairs.

06/1996 to 05/1999

Construction Manager Company Name " City , State

- Management of multiple Motel projects throughout the United States, ranging to \$4 million Management of 4 Construction Managers in field operations Management of construction training seminars for employees, designers and contractors Site evaluation, coordination of design, permitting, budgets, negotiation with contractors Reporting to corporate office and departments, project schedules, progress and coordination of FF&E.
- Reviewed plans and specs during the schematic design of pre-construction.
- Coordinated utility service providers according to project schedules.
- Obtained building and specialty permits from local jurisdictional agencies.

12/1992 to 06/1996

Construction Manager Company Name " City , State

- Management of Landlords and General Contractors in the construction of approximately 45 retail stores per year throughout the Southeastern United States.
- Reporting to corporate office and departments, project schedules, progress and coordination of FF&E.
- Coordinate with marketing, merchandising and turnover to operations.
- Reviewed plans and specs during the schematic design of pre-construction.
- Conducted weekly production and operations contractor meetings, which facilitated stronger communication and the ability to resolve critical issues.
- Performed regular job site observations to provide direction for all general contractor personnel.
- Conducted all critical pre-installation conferences with general contractors, subcontractors, consultants and manufacturer's representatives.
- Oversaw the entire building turnover process, while enhancing communication between all construction management.
- Conducted routine quality audits to ensure that work was progressing per the specifications and initiated corrective actions.

02/1989 to 12/1992

Construction Superintendent Company Name " City , State

- Supervised construction and remodel of retail and restaurant projects, ranging \$200 thousand - \$4 million.
- Design Craft Properties.

02/1986 to 02/1989

Owner Developer Company Name " City , State

- Full responsibilities of operating a single family home building company.
- Successfully completed the development of two multi-unit subdivisions and over 100 single family homes.

06/1983 to 02/1986

Construction Superintendent Company Name " City , State

- Managed construction and turnover of single family custom homes.
- Managed construction of commercial office facilities.

10/1980 to 06/1983

Carpenter / Foreman Company Name " City , State

- Carpenter and Carpenter Foreman on heavy industrial projects in Wyoming, Tennessee and South Carolina.

08/1975 to 10/1980

Draftsman / Field Service Supervisor Company Name " City , State

- Design and drafting of air structures and dome roofs.
- Field service to owners in the assembly and erection of air structures and dome roofs.

Education

5 1975

BS : Building Construction Design and Technology

Eastern Kentucky University - City , State

Building Construction Design and Technology

- Building Construction Trades Certificate

Skills

assembly, branding, budgets, Carpenter, cost control, drafting, Due Diligence, graphics, marketing, merchandising, office, negotiation, operations Management, progress, Reporting, retail, seminars