

Michael Hopewell, PMP

Telephone: (604) 555 -5555

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SUMMARY OF QUALIFICATIONS

An experienced Project Manager with a strong background in institutional and commercial construction with large general contractors based in Western Canada. Excellent financial management, budgeting and cost control skills, and a history of consistently delivering projects on time and on budget. A track record as a great manager that builds excellent relationships with trades, sub-contractors and internal staff.

- Institutional and commercial projects
- Planning and scheduling
- Job costing and budget analysis
- Quality control and customer relations
- Team building and leadership
- Monthly financial and project reporting
- Interfacing between clients, consultants, vendors and contractors, and executing on all customer service requirements
- LEED accredited
- Construction management and supervision
- Organization and time management
- Contract administration and negotiation
- Negotiating change orders
- Resolving deficiencies
- Liaising with regulatory bodies, including municipality relationships and requirements

PROFESSIONAL EXPERIENCE

Project Manager

May 2006 to Present

CERTIFIED COMMERCIAL CONSTRUCTION

A Western Canadian Contractor with operations throughout British Columbia and Alberta – Specializing in commercial and institutional projects that range in value from \$10 million to \$200 million.

- Project management of commercial, institutional and civil projects
- Acting as key LEED consultant on all commercial projects for the company
- Managing client expectations and relationships
- Designed reporting tools for monthly cost metrics and financial reporting for clients

Project Manager

April 2004 to May 2006

RELIVILLE CONSTRUCTION GROUP

A BC Based Contractor specializing in commercial, institutional and civil projects with a value of \$5Million to \$100 Million. Key clients include municipalities, schools and crown corporations.

- Project budgeting, cost analysis and financial reporting in accordance with regulatory and municipal requirements
- Managing all scheduling, planning and sub-contractor relationships
- Chief client service liaison for each project
- On-site presence maintained throughout most projects

Project Coordinator

January 2000 to April 2004

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- Responsible for assisting in the coordination of all construction activities including take off, scopes of work, tendering, tender analysis, contract preparation, scheduling, cost control and quality control
- Work closely with Architects and Consultants to coordinate, review and manage review of shop drawings and unexpected design issues
- Coordinate and schedule suppliers and trades alongside project superintendents
- Work closely with sub-trades to coordinate and resolve construction issues and deficiencies

NOTABLE PROJECTS

Outpatient Centre – Non-Profit Society Vancouver Chapter

- 9,851 sq foot building – LEED GOLD – Vancouver
- \$165 Million
- October 2012 - Present

Student Society Building – University

- LEED PLATINUM – Burnaby
- \$53 Million
- Completed September 2012

High School Adjunct Wing – Fraser Valley School Board

- Complete Design Build LEED GOLD
- \$33 Million
- Completed January 2010

Recreation Centre – City of Vancouver

- Community recreation centre with indoor pool, fitness facilities, child care centre
- \$43 Million
- Completed November 2009

Landing Bay – BC Ferries

- Complete Build of 38,000 sq foot Landing Bay main building – 3 storeys
- \$73 Million
- Completed April 2007

City Centre Plaza Addition

- 40,000 sq ft Addition to accommodate major anchor store and banking facilities
- \$8 Million
- Completed February 2006

Assisted Living Centre – Health Organization

- 55 Independent residences with built in care facilities, full commercial kitchen and underground parking
- \$33 Million
- Completed September 2005

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EDUCATION

Architectural and Building Construction Engineering Diploma
British Columbia Institute of Technology 2001

Project Management Professional
Project Management Institute of BC 2004

LEED Accredited Professional
Canada Green Building Council 2008