

Camilo Garcia

488 NE 18 ST, Miami FL 33132

Phone: (786) 325.3511 | Email: camilo.garcia023@gmail.com

Summary

Five+ years of construction experience in handling all types of commercial and residential projects. Expertise in bidding and obtaining jobs. Handle cost estimating and working on renovations and new projects. Proven ability of managing subcontractors, labor, and materials for the job. Focused and attentive to every minor and major construction needs. Self-motivated, fast learner team player seeking to obtain a drafter position and apply my acquired experience and managerial knowledge for career advancement within the company.

Education

Associates in Arts in Architecture, Miami Dade College, Miami, FL

Graduation Date: **April 2017**

Certified on: Autocad, Autocad 3D, 3ds max

Experience:

General Hotel & Restaurant Supplies

Engineer: (Miami, FL)

September 2019-Present

- Produced drawings and layouts and assisted the clients throughout the project
- Participated in all phases of the design and construction processes
- Received, logged, filed, checked and approved shop drawings.

Neos Development.

Project Manager: (Miami, FL)

Novemeber 2017-June 2019

- Managed and supervised activities at several construction sites
- Obtained required permits from local authorities for building projects
- Planned and ensured projects are completed within budget
- Checked the quality of materials issued before using for projects
- Providing materials, labor and equipment at the site
- Planning all stages of construction projects
- Supervising every stage of construction work
- Interacting with architects and engineers
- Coordinating with master electricians, demolition engineers, and sub-contractors

212 Design.

Project Manager: (Miami, FL)

February 2014-November 2017

- Developed and design elevations for closets and doors
- Read Floor plan to locate door schedule and different areas.
- Received, logged, filed, checked and approved shop drawings.
- Monitor quality control and onsite installation.
- Provided periodic design reviews and coordinated with client monitoring project schedule.
- Maintained quantity takeoffs for field procurement and change orders.

Skills

- Project Planning & Management
- Supervision
- Computer Skills: AutoCAD expert, Expert in MS Office (Word, Excel, Outlook, Project, and PowerPoint)
- Bilingual (English/Spanish) with strong communication and interpretation skills.
- Detail oriented, hardworking and able to multitask effectively.
- Previous experience in purchasing and vendor negotiations.