

# SHAYLA EMORY

Construction Project Manager

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## LINKS

[linkedin.com/in/shaylaemory](https://www.linkedin.com/in/shaylaemory)

## SKILLS

Construction

Project Management

Construction Management

Contract Administration

Estimating

Scheduling

Risk Management

## LANGUAGES

English

Dutch

## HOBBIES

Organizing

Crafting

DIY Projects

## EMPLOYMENT HISTORY

### ● Construction Project Manager at The Spieker Companies, OH

Mar 2022 - Present

- Led a team of 50 construction workers to complete a \$5 million project on time and under budget.
- Negotiated with vendors to save the company 10% on supplies for the project.
- Resolved conflict between two employees that was causing productivity issues.
- Wrote up daily reports detailing progress made on the site and any issues that arose.
- Met with client regularly to update them on progress and address any concerns they had.

### ● Senior Construction Project Manager at The Weitz Company, OH

Jul 2019 - Feb 2022

- Negotiated and secured a \$1.2 million construction contract for the renovation of an office building.
- Successfully managed a team of 30+ workers during the construction of a new shopping center, ensuring that the project was completed on time and within budget.
- Coordinated with architects, engineers, and other professionals to ensure that all aspects of the construction process are carried out correctly and efficiently.
- Resolved any issues or conflicts that arose during construction in a timely manner to avoid delays or additional costs.

### ● Construction Project Manager II at The Whiting-Turner Contracting Company, OH

Aug 2015 - May 2019

- Led a team of 15 construction workers in the renovation of a 200,000 square foot office building.
- Completed the project on time and under budget by \$500,000.
- Negotiated with vendors to get discounts on supplies and equipment.
- Hired sub-contractors for specific tasks such as electrical work and plumbing.
- Oversaw their work to ensure it met quality standards. □ • Wrote daily reports documenting progress on the project and any issues that arose.

## EDUCATION

### Bachelor of Science in Construction Management at The Ohio State University

Sep 2011 - May 2015

Some skills I've learned are time management, cost estimation, construction methods and materials, and construction safety.