

Mike the Tiger

Baton Rouge, LA – (225) 555-1234 – mtiger@lsu.edu

EDUCATION

Louisiana State University (LSU), Baton Rouge, LA

May 2021

Bachelor of Science, Construction Management

GPA: 3.06

Minor: Business Administration and Technical Sales

Related Coursework: Estimating, Materials and Methods, Surveying, Contracting

EXPERIENCE

Project Management Intern

June 2020 – August 2020

Burns & McDonnell, Houston, TX

- Performed on-site duties such as inspections, gathering dimensions, building walk-throughs, and water intrusion testing using Infrared Gun
- Composed Requests for Information (RFI's) and Architect's Supplemental Instruction (ASI's) to help gather more information for progression of building
- Utilized Procore and Bluebeam to read building's plan and fully understand specifications of building
- Participated in weekly subcontractor meetings to fully understand progression of project
- Completed change code logs with their corresponding RFI's
- Organized signage plan for every opening in building

Resident Assistant

August 2019 – May 2020

Azalea Hall, Baton Rouge, LA

- Oversaw floor meetings and floor programs to inform and entertain residents
- Advised students of faculty rules, regulations, and information involving residential life to improve housing
- Contributed to a combined team effort to create safe environment
- Generated creative solutions to solve new problems that arose on the job
- Brainstormed ideas with team of 5 to create better working and living environment
- Analyzed problems with team to create better environment for residents

Laborer

January 2019 – July 2019

Cajun Industries, Baton Rouge, LA

- Coordinated with over 100 construction workers on the building of a \$20 million-dollar school
- Reviewed Blueprints and specifications to determine work requirements
- Prepared construction site to eliminate possible hazards and maintained construction tools and equipment
- Learned to shoot points on job for new building layout
- Aided craft workers such as carpenters and masons

Lifeguard

June 2017 – August 2019

New Orleans Recreation Development Commission, New Orleans, LA

- Recognized and responded effectively in emergencies
- Enforced all aquatic facility policies, rules, and regulations
- Inspected facility daily and reported any unsafe conditions or equipment to supervisor
- Oversaw pool functions with over 30 swimmers at any given time

TECHNICAL SKILLS

Revit, Bluebeam, Microsoft Office, Excel (Intermediate)

ACTIVITIES

Construction Student Association, Intramural Lightsaber Battles, Society of Galactic Engineers