







# BRIAN LEE

## CONTACT

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-  San Francisco, CA

## KEY SKILLS

- Budget and scheduling management
- Budgeting software: Procore Technologies and Buildertrend
- Collaboration across multiple disciplines
- Communication
- Knowledge of building safety codes
- Permitting
- Team leadership

## CERTIFICATIONS

- Project Management Professional (PMP), Project Management Institute (PMI), January 2019
- Certified Professional Constructor (CPC), American Institute of Constructors (AIC), April 2017

## ABOUT ME

Seasoned construction project manager with more than eight years of experience overseeing complex design-build projects on time and on budget. Proven track record for coordinating and supervising multi-disciplinary teams, mitigating potential project risks, managing subcontractors, and ensuring compliance with ever-changing building safety codes.

## PROFESSIONAL EXPERIENCE

### Lead Project Manager

BuildPro Construction Group, Indianapolis, IN | June 2019 - Present

- Oversees crews of up to 175 workers on commercial building and renovation sites
- Manages an average of 30 projects annually with a diverse client base across industries
- Established a credible database of subcontractors, improving project efficiency by 15%
- Executes strategic budgeting, collaborating with clients and company leadership to reduce materials expenses by 8% in an inflationary environment
- Completes permitting and ensures building code compliance on all projects

### Site Supervisor

Pyramid Construction Inc., Chicago, IL | June 2016 - September 2019

- Purchased supplies and materials, reducing expenses by 6%
- Assisted with scheduling crews and subcontractors
- Communicated with clients, serving as a point person for project updates and reports
- Ensured compliance with federal, state, and local safety regulations

## EDUCATION

### Bachelor of Science (B.S.)

Project Management, Indiana University, Bloomington, IN | August 2012 - May 2016