

George Raygoza
441 Glacier Dr
Martinez, CA 94553
Cell – (925) 812-0038

Objective

A career that requires responsibility and assignments leading to career growth, with opportunity to increase my level of proficiency. The ability to utilize the skills I have acquired with the opportunity to gain additional knowledge and skills through teamwork and focus.

Skills

- Bi-lingual. Can speak fluently in both English and Spanish
- Proven efficiency in a fast paced environment
- Detail oriented
- Excellent organizational skills
- Superior ability to work independently in various aspects of project management
- Customer service driven
- Vocational training in masonry, carpentry and welding

Experience

April 2005-October 2008

Richmond American Homes – Bay Area Division

Worked at a single family home project in Vacaville as the only point of contact on site for the builder. Working with trade partners on both the front and back end to ensure the timely delivery of homes that will exceed the home owner's expectations. I maintain the project budget at all times keeping job extras to a minimum without compromising the end result of a Richmond Ready Home. Work closely with the city inspectors to ensure building codes are always met by our trade partners as well as our internal quality assurance team to ensure a happy home buying experience for every buyer.

January 2004-March 2005

Labatt's Tree Care

Worked as a project manager for a tree excavation company. Acted as the liaison between Spanish American employees, upper management and clients to ensure proper removal of oversized and deep rooted trees. Maintained employee records as well as administrated payroll.

May 2003-December 2004

JD Welding

Worked as a welding apprentice in a small family owned shop. Created custom gates, fences and other wrought iron items using several welding techniques.

November 2002-May 2004

JJ's Auto Body and Paint

Worked as an auto body and paint apprentice. Prepared cars for paint as well as kept the shop clean. Performed administrative duties as it pertained to daily shop functions.

* References available upon request