

Santos L Alvarez
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OBJECTIVE

Seeking a position as a Construction or Operations Manager in a company looking for an experienced individual with extensive background in construction operations, budgeting, field management and contract negotiations.

SUMMARY

Able to motivate and communicate with others in this department and other departments in the company. Develop communities for success. Manage consultants and subcontractors to achieve all company goals. My background in construction gives me the knowledge to write scopes of work and review plans and contracts for ability to hold venders to our needs. I have strong relationships with accounting departments; complete my budget reports on time with accurate forecasting. Forward planning, site operations as well as office management are a must for success.

- Multifamily, Single-family and Remodel experience throughout the Bay Area. From model home complexes thru final closure of the sites, including problem solving experience for the customer service departments.
- Build it Green Certified Professional. Served on the green building task force for SummerHill Homes as well as the technology task force. Lead construction group Energy Star and recycling program for 5 years. Able to provide scopes of work and plan review to comply with Build it Green and Energy Star programs.
- My positions in the construction industry have been a Union Journeyman Carpenter, Superintendent, Purchasing, Customer Service, Offsite contracting and Operations Management.

PROFESSIONAL EXPERIENCE

8/01 to 8/08 SummerHill Homes 777 California Ave Palo Alto CA. (650) 857-0122

Last Position Held V.P. Purchasing for Offsite and Direct Construction as of 4/2008

Joined SummerHill Homes as Director of the Purchasing Department. Quickly evaluated and reorganized the department to meet current company requirements. Modified all contracts and procedures for this department. Immediately reduced cost with a new subcontractor base and efficient scopes of work. Promoted to Vice President of Operations 2004. Job duties include running of Customer Service, Purchasing and Field Construction Operations. Specializing in Infill developments with both multifamily and single family products. As the company continued to grow I was positioned as Vice President of Offsite and Direct Construction Purchasing 2008

- Estimated, developed and managed three story multifamily communities of 23 units to over 200 units ranging in direct construction cost of \$5,000,000 to over \$50,000,000.
- I have reduced cost at the end of a community as little as \$200,000 to over \$1,500,000 by Value Engineering, staying firm on my contracts, rebidding in between phases, not allowing extras and keeping subcontractors on schedule.
- Rebate incentive program for 2008 was projected to be well over \$110,000. Built relationships with many of the large suppliers and Bay Area subcontractors to get the largest rebate program available.

9/94 to 8/01 Greystone Homes Inc. 3130 Crow Canyon San Ramon CA. (925) 242-0811

Director Operations North Bay Division 07/01/00 to 08/01/01

Responsibilities include field operations, scheduling and forecasting. Worked with all consultants to develop master plan communities. New technology and rebate programs. Managed field and office staff.

- Provided all estimates for Podium thru single-family developments.
- Trained in steel frame and wood frame panelized systems.

Vice President Operations South Bay Division 11/01/98 to 07/01/00.

Responsible for site development, construction estimates, customer service, purchasing and all direct construction activities. Division closed moved to North Bay Division

Purchasing Manager 11/01/96 to 11/01/98

Maintained all direct construction budgets, bidding of communities, product selection and contracting for both directs and site contracts.

Superintendent 9/94 to 11/96

Managed communities from single family to condominium projects including site development thru tract acceptance.

3/93 to 9/94 Santa Clara Development 1025 Lincoln Ave. San Jose Ca. (408) 279-5715

Construction Department, Finish Superintendent, Warranty, Customer Service.

Assisted in running of an eighty-four unit Podium Project. Three story over parking structure type V 1hr. Supervision of subcontractors. Warranty, Customer Service and Homeowner walkthroughs.

4/88 to 1/93 bas Homes, Inc. Stevens Creek Blvd, Cupertino, Ca (408) 252-2077

Construction Department Superintendent Direct supervision of all trades.

Organization of all Schedules. Experience in submitting plans to the city, writing scopes and bidding. Detailing of all homes on site. Homeowner's walkthroughs. All warranty on site and quality control.

EDUCATION

Build It Green Certified Professional 8/2008

General Building Contractor License 5/1993

1979 to 1981 Carpenter Apprenticeship School, San Jose, Ca

1974 to 1977 Grossmont High School, San Diego CA. Oak Grove High School, San Jose Ca.

COMPUTER SKILLS

Windows, As400 JD Edwards, Excel, Access, Word, Power Point, MS Project, Time Line.