

# ANDRE WAINWRIGHT

## CONTACT



Manteca, CA 95336



510-816-8679



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## SKILLS

- Private Sectors
- Submittal Coordination
- Blueprint Interpretation
- Review Processes
- Subcontractor Reviews
- Construction Documentation
- Document Preparation
- Company Standards
- Commercial Projects
- Inspection Support
- Site Inspection
- Client Requirements
- Best Practices and Standards
- Video Conferencing
- Compliance Checks
- Construction Processes
- Repair Coordination
- Precise Mechanical Control
- Administration and Management
- Inspect Job Sites
- Stress Tolerance
- Health and Safety Compliance
- City and County Regulations
- Engineering and Technology
- Safety Program Compliance
- Verify Work Quality
- Complete Estimates
- Self Control and Integrity
- Preventive Equipment Maintenance
- Architectural Standards
- Team Meetings
- Monitor Safety Procedures
- Coordinate Team Operations

Resourceful Site Supervisor tenacious about keeping operations on-schedule and on-budget. Successful at coordinating diverse resources and satisfying tough clients according to demanding timelines.

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## WORK HISTORY

January 2000 - Current

**Senior Architectural Job Captain** *Tecta & Associates*, San Francisco, CA

- Verified code compliance for all design documents.
- Visited site locations to document conditions prior to commencement.
- Arranged selection of finish materials, colors and products for owner to review and approve.
- Coordinated with all departments to produce submittal documents for review.
- Coordinated responses and resolutions to official review comments.
- Reviewed mechanical, electrical and plumbing documents for compatibility with each other and architectural drawings.
- Supervised training of new construction and extraction workers on safety practices and procedures.
- Established and enforced safety regulations, procedures and standards for construction and extraction workers.
- Directed projects according to schedule and quality demands.
- Assisted in recruiting and hiring new construction and extraction workers.
- Supported construction and extraction workers to facilitate timely completion of projects.
- Trained workers in proper methods, equipment operation and safety procedures.
- Prepared and submitted reports on job progress and safety conditions to upper management.
- Inspected equipment and tools used for safe operation.
- Communicated with stakeholders on job milestones.
- Oversaw daily operations at site, keeping team production moving at optimal pace.
- Sourced suppliers and purchased necessary materials for work.
- Monitored job progress and performance of employees or contractors to complete projects prior to deadlines.
- Evaluated and updated safety protocols to reduce risks on construction and extraction sites.
- Created and implemented plans to maximize efficiency of workers.
- Developed and maintained positive relationships with clients and other stakeholders.

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## EDUCATION

May 1983

**Associate of Arts Architectural Design And Drafting**  
**National Education Center, Glendale, AZ**