**TAYLOR SMITH**

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**PROJECT LIST**

**FAKE CONSTRUCTION COMPANY, Cary, NC June 2017 – Present**

***PROJECT MANAGER (2021 – Present)***

***Projects:***

* ***$20M Apex University Library Renovation & Expansion, Apex, NC*** *(November 2021 - Present) –* Renovation and 30,000 SF two-story expansion of a university library.
  + Act as Sole Project Manager.
  + Manage client relationship.
  + As of 01/2024, project is on schedule and within budget.
  + Oversee one APM and work closely with field team on-site.
* ***$10M Apex Clinic, Cary, NC*** *(July 2022 - Present) –* 7500 SF New Construction of a Medical Office Building for Apex Health Group.
  + Work with an incredibly complex logistics and demanding client.
  + Managed and developed a Project Engineer, giving him increasing responsibility.
* ***$40M Apex Communities, Apex, NC*** *(February 2020 – November 2021) –* New Construction of a mid-market Garden Style Apartment Complex for Apex Development. 190 Units + Amenities.
  + Heavily involved in preconstruction.
  + Acted as Project Manager throughout project, reporting into a Project Executive.
  + Finished projects 4 weeks ahead of schedule and within budget despite COVID set back.
  + Oversaw APM and worked closely with field team on-site.

***ASSISTANT PROJECT MANAGER (2017 –2021)***

***Projects:***

* ***$5M Apex Office, Cary, NC*** *(June 2018 – May 2019)* – Corporate office space build out for Apex Properties.
  + Acted as Project Manager, reported directly to an owner of the company.
  + Managed 100% of the trades (MEP, finishes, and light steel work).
* ***$8M Apex Retail Center, Durham, NC*** *(October 2018 – December 2019)*– 80,000 SF Big box retail new construction.
  + Acted as Project Manager for 75% of the project.
  + Heavily involved in estimating.
  + Mentored Project Engineer.
* ***$65M Apex Apartments, Cary, NC*** *(July 2017-June 2018) -* New Construction of a luxury Garden Style Apartment Complex for Apex Development. 230 Units + Amenities.
  + Joined as APM after 25% project completion.
  + Managed all MEP trades.

**OTHER FAKE CONSTRUCTION COMPANY, Cary, NC May 2015 – June 2017**

***Projects:***

***PROJECT ENGINEER II (2016 –2017)***

* **$32M Apex Warehouse** *- (January 2016 – June 2017)-* New Construction of 120,000 SF Tilt-Wall warehouse.
  + Assisted in preconstruction.
  + Assisted Project Manager from groundbreaking.
  + Led OAC meetings in Project Manager’s absence.
  + Handled submittals, RFIs, and most change orders.
* **$55M Cary Communities by Apex, Cary, NC** - New Construction of a luxury Garden Style Apartment Complex for Apex Development. 230 Units + Amenities.
  + Managed all finishes.
  + Worked closely with Superintendent on punchlist.

***PROJECT ENGINEER I (2015 –2016)***

* ***$55M Cary Communities by Apex, Cary, NC*** *- (May 2015 – June 2016) –* (See above).
  + Promoted to Project Engineer II during project.