

Raymond Maes

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SUMMARY:

Results-oriented and high-energy professional with a talent for leading by example and inspiring peak performance.

SKILLS:

- Blueprint reading
- Exceptional problem solver
- Strong communication skills
- Expert in welding
- Detail-oriented
- Customer relations specialist
- Organized
- Results-oriented
- Friendly and hardworking
- Accurate measurements and estimates
- Leadership
- Vendor sourcing
- Natural leader
- Unsurpassed work ethic
- Superb time management skills
- Troubleshooting

EXPERIENCE:

Powers Total Openings, Denver, CO

05/12 – Present

Project Manager

- Reviewed and investigated Proposed Change Order Requests (PCOR).
- Communicated with superintendents and project managers through E-mails and phone.
- Conducted research and pricing comparison on materials
- Ordering materials such as frames, doors and hardware through online providers such as Curries, VT Industries.
- Completed mark ups on the sales to adjust to the cost originally quoted to the customer.
- Verified billing was correct and submitted any change orders to add or remove materials and/or labor.
- Qualified competitive subcontractor bids prior to execution of contracts.
- Stayed consistent with project schedules and plans for all installations
- Efficiently recorded and rejected incorrect deliveries of material to site.

Monarch Metal Manufacturing, Denver, CO

09/10 – 05/12

Department Lead Operator – Grind / Finish

- Coordinated the work-flow throughout the department ensuring jobs were worked on in priority as scheduled.
- Confirmed quality standards were achieved by training and directing department personnel to meet customer and industry regulations.
- Ensured paperwork was completed and computer systems were updated.
- Assisted the production manager in the performance evaluations of department personnel.
- Worked with a variety of materials such as steel, stainless steel, aluminum, iron, and galvanized steel.
- Able to complete formed and welded metals by grinding the welds and sandblasting parts that required painting.
- Continually cleaned work areas and equipment.
- Prepared shipments as necessary
- Laid out, fitted and fabricated metal components.

Colorado Doorways, Denver, CO

06/06- 02/09

Door Technician / Customer Service

- Processed daily installation of wide range of entry doors and hardware.
- Drove a company vehicle to different job sites throughout the state.
- Communicated with the job foreman on site continuously through the day.
- Installed a variety of mechanical and electrical hardware.
- Removal of old frames and doors
- Provided excellent customer service while being respectful to the client's needs.
- Worked independently on projects