

# Mark Miller

## Senior Project Controls Engineer/ Lead Scheduler

Erie, CO 80516

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To Provide Quality Project Planning and Control, Specializing in Project Management and Project Management Software, and to obtain a position that allows me to utilize my strong Detail, Organization and Scheduling skills.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

### WORK EXPERIENCE

#### **iNet Project Controls Analyst**

MWH Global, Inc - Broomfield, CO - 2013-11 - Present

Plan and oversee project schedule implementation via P6 software. Develop and implement 10,000-activity cost and resource loaded schedule. Analyze financial resource requirements for each project, support project managers with planning and analysis, and maintain project metrics. Ensure adherence to contract specifications. Create and add Time Impact Analyses (TIAs) as needed. Monitor weekly interfaces and escalation issues. Configure EcoSys, including reports and spreadsheets, and complete monthly close-out of EcoSys financial period.

- = Contributed to on-time, on-budget project completion through planning, directing, and coordinating activities and budgets in accordance with design, engineering, and construction specs/standards.
- = Implemented EcoSys version 7.2 and P6 version 15 (P15) that enabled improvement in fixing bugs, increasing efficiency, and maintaining up-to-date versions.
- = Performed in-depth troubleshooting of project issues with users, including cost not posting, resource rates, and P6 to EcoSys mappings.

#### **Senior Scheduler**

Kiewit Construction Co - Aurora, CO - 2013-01 - 2013-11

Developed and implemented 25,000-activity cost and resource loaded schedule. Planned and managed project schedule implementation using P6 software. Created, implemented, and maintained all project scheduling, cost estimating, value engineering, capital and operating budgets, payments, and change order administration. Forecasted costs and resources, prepared quantity takeoffs, and priced labor, materials, and subcontractor costs. Maintained project metrics and provided forecasts/analyses as needed.

- = Maintained consistent record of achieving project time and budget goals. Planned, oversaw, and adjusted activities as needed to align with design, engineering, and construction specifications.
- = Incorporated subcontractor schedules seamlessly within the master schedule, ensuring that subcontractors adhered to strict policies and procedures.
- = Generated all schedule-related reports in P6 for the determination of float, critical path, costs, resources, activity variances, and EVMS.

#### **Senior Project Controls Engineer/ Lead Scheduler**

Universal Pegasus International - Lakewood, CO - 2011-09 - 2012-09

Responsibilities include the development and implementation of a project controls scheduling department. The scheduling of several small, medium and large dollar transmission and substation projects.

- Plan and oversee Project Implementation, using MS Project, P3, P5 and P6 software.

- Design, develop and maintain a project controls department. Set in place all work instructions for schedulers and standard operating procedures for scheduling department, as well as all subcontractors. Ensure that all contract specifications are being followed.
- Analyze financial resource requirements of each project. Support project managers with project planning and cost/schedule status and analysis. Develop and maintain integrated schedule/cost baseline plans. Maintain project metrics including schedule status, cost, and earned value performance. Providing forecasts and analyses as needed.
- Responsible for adding subcontractor schedules to Master schedule ensuring that all subcontractor schedules adhere to strict policies and procedures and that all schedules are resource and cost loaded with correct logic and other quality standards. Ensure that all contract specifications are being followed.
- Responsible for planning, directing and coordinating activities and budgets to ensure that the project progresses and is completed on schedule and within budget in accordance with design and engineering specifications and quality standards.
- Create, maintain, monitor and implement all project scheduling, cost estimating, value-engineering, capital and operating budgets, administration of payments and change orders, cost and resource forecasting, preparing quantity takeoffs, pricing labor, materials and subcontractors costs for projects.
- Generate all schedule related reports, in P3, P5 & P6, for the determination of float, critical path, costs, resources, activity variances and EVMS.

### **Senior Project Controls Engineer/ CPM Scheduler (contract)**

Jacobs Engineering - 2010-10 - 2012-03

Plan and oversee Project Implementation, using P6 software.

- Analyze financial resource requirements of each project. Support project managers with project planning and cost/schedule status and analysis. Develop and maintain integrated schedule/cost baseline plans. Maintain project metrics including schedule status, cost, and earned value performance. Providing forecasts and analyses as needed.
- Responsible for adding subcontractor schedules to Master schedule ensuring that all subcontractor schedules adhere to strict policies and procedures and that all schedules are resource and cost loaded with correct logic and other quality standards. Ensure that all contract specifications are being followed.
- Responsible for planning, directing and coordinating activities and budgets to ensure that the project progresses and is completed on schedule and within budget in accordance with design and engineering specifications and quality standards.
- Create, maintain, monitor and implement all project scheduling, cost estimating, value-engineering, capital and operating budgets, administration of payments and change orders, cost and resource forecasting, preparing quantity takeoffs, pricing labor, materials and subcontractors costs for projects.
- Generate all schedule related reports, in P6, for the determination of float, critical path, costs, resources, activity variances and EVMS.

### **Senior Project Controls Engineer/CPM Scheduler (contract)**

Xcel Energy - 2010-04 - 2010-09

Plan and oversee Project Implementation for Transmission projects, using P6 software.

- Analyze financial resource requirements of each project. Support project managers with project planning and cost/schedule status and analysis. Develop and maintain integrated schedule/cost baseline plans. Maintain project metrics including schedule status, cost, and earned value performance. Providing forecasts and analyses as needed.
- Responsible for planning, directing and coordinating activities and budgets to ensure that the project progresses and is completed on schedule and within budget in accordance with design and engineering specifications and quality standards.

- Generate all schedule related reports, in P3 & P5, for the determination of float, critical path, costs, resources, activity variances and EVMS.

### **Senior Project Controls Engineer/Master Scheduler**

DIA Denver International Airport - Denver, CO - 2009-08 - 2010-04

Projects include over 250 CIP construction projects. Construction projects range in costs from about 100 Thousand to over 1 Billion, most typically run around 10-500 Million.

- Plan and oversee Project Implementation, using MS Project, P3, P5 and P6 software.
- Set in place all standard operating procedures for scheduling department, as well as all subcontractors. Ensure that all contract specifications are being followed.
- Responsible for adding subcontractor schedules to Master schedule ensuring that all subcontractor schedules adhere to strict policies and procedures and that all schedules are resource and cost loaded with correct logic and other quality standards.
- Responsible for planning, directing and coordinating activities and budgets to ensure that the project progresses and is completed on schedule and within budget in accordance with design and engineering specifications and quality standards.
- Create, maintain, monitor and implement all project scheduling, cost estimating, value-engineering, capital and operating budgets, administration of payments and change orders, cost and resource forecasting, preparing quantity takeoffs, pricing labor, materials and subcontractors costs for projects.
- Generate all schedule related reports, in P3 & P5, for the determination of float, critical path, costs, resources, activity variances and EVMS.

### **Senior Project Controls Engineer/CPM Scheduler**

Zachry - 2007-09 - 2009-07

Projects include Alstom Mountaineer Multi-million dollar Carbon Capture PVF. UE is responsible for BOP Engineering and Procurement as outlined in the DOW and Xcel Energy 3.1million dollar Engineering & Procurement of Two Simple Cycle Gas Turbines at the Fort St.Vrain Power Plant.

- Plan and oversee Project Implementation, using P3, P5 and P6 software.
- Responsible for planning, directing and coordinating activities and budgets to ensure that the project progresses and is completed on schedule and within budget in accordance with design and engineering specifications and quality standards.
- Create, maintain, monitor and implement all project scheduling, cost estimating, value-engineering, capital and operating budgets, administration of payments and change orders, cost and resource forecasting, preparing quantity takeoffs, pricing labor, materials and subcontractors costs for projects.
- Analyze financial resource requirements of each project. Support project managers with project planning and cost/schedule status and analysis. Develop and maintain integrated schedule/cost baseline plans. Maintain project metrics including schedule status, cost, and earned value performance. Providing forecasts and analyses as needed.
- Generate all schedule related reports, in P3 & P5, for the determination of float, critical path, costs, resources, activity variances and EVMS.

### **Senior Project Controls Engineer/CPM Scheduler (contract)**

Ball Aerospace - 2007-01 - 2007-09

Projects include 220 million dollar SBSS Program to Design and Build a Satellite for the DoD as a Joint Venture with Boeing and Northrop Grumman.

- Plan and oversee Project Implementation, using MS Project software.
- Responsible for planning, directing and coordinating activities and budgets to ensure that the project progresses and is completed on schedule and within budget in accordance with design and engineering specifications and quality standards.

- Create, maintain, monitor and implement all project scheduling, cost estimating, value-engineering, capital and operating budgets, administration of payments and change orders, cost and resource forecasting, preparing quantity takeoffs, pricing labor, materials and subcontractors costs for projects.
- Analyze financial resource requirements of each project. Support project managers with project planning and cost/schedule status and analysis. Develop and maintain integrated schedule/cost baseline plans. Maintain project metrics including schedule status, cost, and earned value performance. Providing forecasts and analyses as needed.
- Generate all schedule related reports, in MS Project, for the determination of float, critical path, costs, resources and activity variances.

### **Project Controls Engineer/CPM Scheduler (contract)**

CH2M HILL/Enserca - 2006-10 - 2007-01

Projects include several small 1-10 million dollar miscellaneous Engineering Power Plant Projects.

- Plan and oversee Project Implementation, using Primavera (P3) software.
- Responsible for planning, directing and coordinating EPC Power activities and budgets to ensure that the project progresses and is completed on schedule and within budget in accordance with design and engineering specifications and quality standards.
- Create, maintain, monitor and implement all project scheduling, construction cost estimating, value-engineering, capital and operating budgets, administration of payments and change orders, cost and resource forecasting, preparing quantity takeoffs, pricing labor, materials and subcontractors costs for projects.
- Analyze financial resource requirements of each project. Support project managers with project planning and cost/schedule status and analysis. Develop and maintain integrated schedule/cost baseline plans. Maintain project metrics including schedule status, cost, and earned value performance. Providing forecasts and analyses as needed.
- Generate all schedule related reports, in Primavera (P3), for the determination of float, critical path, costs, resources and activity variances.

### **P3e/c Schedule Manager (contract)**

Kiewit Western Construction Co - 2006-03 - 2006-07

Projects include Implantation and Upgrade from P3 to P5 scheduling software system and the Scheduling of several Large 10-100million dollar Civil Highway Projects.

- Responsible for creating a project controls department, implementing processes and standards to insure proper schedule format and quality. Implement P3e/c; create training for all superintendents, schedulers and all interested personnel to learn P3e/c.
- Responsible for planning, directing and coordinating activities and budgets to ensure that the project progresses and is completed on schedule and within budget in accordance with design and engineering specifications and quality standards. For all Kiewit Denver District projects.
- Create, maintain, monitor and implement all project scheduling, construction cost estimating, value-engineering, capital and operating budgets, administration of payments and change orders, cost and resource forecasting, preparing quantity takeoffs, pricing labor, materials and subcontractors costs for projects.
- Analyze financial resource requirements of each project. Support project managers with project planning and cost/schedule status and analysis. Develop and maintain integrated schedule/cost baseline plans. Maintain project metrics including schedule status, cost, and earned value performance. Providing forecasts and analyses as needed.
- Financial analyst and EVMS expert on all sustainment and development schedules.

### **Project Manager**

ITT Industries - 2005-02 - 2006-03

Projects include Managing the Design, Engineering and Implementation of Several software projects on the SENSOR Program (the upgrade of software and hardware on aging radar detection equipment) for the DoD ranging between 1-5 million dollars per project.

- Responsible for planning, directing and coordinating activities and budgets to ensure that the project progresses and is completed on schedule and within budget in accordance with design and engineering specifications and quality standards.
- Supervise project personnel and provide technical advice to resolve problems, overseeing project from design to completion/ implementation and monitoring all phases of construction. Schedule and chair project kickoff and review/update meetings.
- Negotiate all project cost additions/deductions change orders and schedule revisions. Client contact for all project-field activities. Identifying potential roadblocks and pitfalls and solving problems prior to their impact on the project.
- Create, maintain, monitor and implement all project scheduling, construction cost estimating, value-engineering, capital and operating budgets, administration of payments and change orders, cost and resource forecasting, preparing quantity takeoffs, pricing labor, materials and subcontractors costs.
- Creating project teams with an outlook that embraces change and creative challenges.

### **Project Controls Specialist/Senior Scheduler (contract)**

Raytheon Polar Services - 2004-08 - 2005-02

Projects include the EPC of the new South Pole Station, 1 Billion dollar 10 year SPSM Program.

- Responsible for planning, directing and coordinating activities and budgets to ensure that the project progresses and is completed on schedule and within budget in accordance with design and engineering specifications and quality standards. For SPSM (South Pole Station Modernization) projects.
- Create, maintain, monitor and implement all project scheduling, construction cost estimating, value-engineering, capital and operating budgets, administration of payments and change orders, cost and resource forecasting, preparing quantity takeoffs, pricing labor, materials and subcontractors costs for SPSM projects.
- Analyze financial resource requirements of each project. Support project managers with project planning and cost/schedule status and analysis. Develop and maintain integrated schedule/cost baseline plans. Maintain project metrics including schedule status, cost, and earned value performance. Providing forecasts and analyses as needed.
- Financial analyst and EVMS expert on all sustainment and development schedules.

### **Project Controls Engineer/CPM Scheduler (contract)**

Honeywell Corporation - 2003-12 - 2004-08

Projects include Scheduling the Design, Engineering and Implementation of Several software projects on the SCNC Program (the upgrade of software and hardware on aging satellite equipment) for the DoD ranging between 1-5 million dollars per project.

- Responsible for planning, directing and coordinating activities and budgets to ensure that the project progresses and is completed on schedule and within budget in accordance with design and engineering specifications and quality standards. For SCNC (Satellite Control Network Contract) projects.
- Analyze financial resource requirements of each project. Support project managers with project planning and cost/schedule status and analysis. Develop and maintain integrated schedule/cost baseline plans. Maintain project metrics including schedule status, cost, and earned value performance. Providing forecasts and analyses as needed.
- Financial analyst and EVMS expert on all sustainment and development schedules.

### **Project Manager/Director of Scheduling**

Holladay Commercial Construction - 2003-03 - 2003-08

Projects include Managing the Design, Engineering and Construction of Several small construction projects ranging between 1-10 million dollars per project.

- Responsible for planning, directing and coordinating activities and budgets to ensure that the project progresses and is completed on schedule and within budget in accordance with design and engineering specifications and quality standards.
- Supervise project personnel and provide technical advice to resolve problems, overseeing project from design to completion/ implementation and monitoring all phases of construction. Schedule and chair project kickoff and review/update meetings.
- Negotiate all project cost additions/deductions change orders and schedule revisions. Client contact for all project-field activities. Identifying potential roadblocks and pitfalls and solving problems prior to their impact on the project.
- Create, maintain, monitor and implement all project scheduling, construction cost estimating, value-engineering, capital and operating budgets, administration of payments and change orders, cost and resource forecasting, preparing quantity takeoffs, pricing labor, materials and subcontractors costs.
- Creating project teams with an outlook that embraces change and creative challenges.

### **Director of Scheduling/ Senior Project Controls Engineer**

LB&B Corporation - 2002-05 - 2002-11

Fort Carson Project

- Responsible for creating, maintaining and updating a master schedule that encompasses all projects.
- Plan and facilitate weekly master schedule meetings, which include project managers, senior management and DPW (dept of public works) present information on individual projects as well as master schedule, defining critical areas and potential problems with projects. Work to prevent and resolve problems so they have minimal impact on project goals.
- Responsible for the projects requirements from DPW regarding scope, schedule, budget and overall customer satisfaction.
- Generate all schedule related reports, in Primavera (P3), for the determination of float, critical path, costs, resources and activity variances.
- Analyze financial and resource requirements of each project. Support project managers with project planning and cost/schedule status and analysis. Develop and maintain integrated schedule/cost baseline plans. Maintain project metrics including schedule status, cost, and earned value performance. Providing forecasts and analyses as needed.

### **Senior Project Controls Engineer/CPM Scheduler**

Alpha Engineering Corporation/AJ Consulting - 2000-08 - 2002-01

Pentagon Renovation Project 1.2 Billion dollars

- Plan and oversee Project Implementation, using Primavera (P3) software.
- Responsible for extensive scheduling and planning oversight for the design, procurement and installation activities on the \$1.2 billion dollar Pentagon Building Renovation Project.
- Analyzing (80,000 Activity) schedule, maintaining all contractor relationships that impact the end dates in the schedule to determine results of "slips".
- Currently the single point of contact scheduler for over 4,000 Telecommunications related activities in the Army, Marine Operations Center and the National Military Command Center within the Pentagon.
- Responsible for the coordination of work between engineering, installation and purchasing contractors, generating all schedule related reports, in Primavera (P3), for the determination of float, critical path and activity variances, as well as, over seeing weekly schedule meetings for the Command Centers.
- Responsibilities also include interface with SRA, Corp. for schedule updates and changes, in Microsoft Project and to conduct bi-weekly schedule meetings pertaining directly to the Command Centers.

- Project lead and scheduler for the consolidated computer farms (CCF). Analyze, review and coordinate construction activities associated with the installation of wiring, computer and other telecom systems. Provide program management support and IT consultation services and techniques necessary for the planning and execution of this project.

### **Project Coordinator**

Boeing Company - 1997-06 - 1999-01

PP&C (Project Planner/CPM scheduler) (contract)

- Plan and oversee Project Implementation, using Primavera (P3) software.
- Facilitate weekly manager meetings, collecting status and action items and giving presentations.
- Aiding Project Managers in defining and planning activities for Implementation.
- Creating and updating PP&C (Project Planning and Control) web page.
- Baan IV Implementation- Project lead for post sales manufacturing and distribution business systems. Administrated project control and scoping in two phases of implementation, defining as is processes to new world standards. Identified what procedures were currently in use and what scoping was required to produce and define a life cycle release in the largest implementation of a manufacturer to date. Involved with the Manufacturing Package and Projects Package of Baan IV ERP Solutions. Was a team member on several projects regarding process set up, data validation, deadline negotiation, all focusing on product support capacities.

### **Project Manager/Scheduler**

Custom Products and Services - 1991 - 1997

Planned and oversaw Project Implementations of the construction of buildings and snow removal contracts with the city of Minneapolis, using Primavera (P3) software.

- Managed construction sites to ensure projects met time and budget requirements and were built in accordance with contract documents.
- Scheduled equipment and crews to meet snow removal contract deadlines set by the city of Minneapolis, Minnesota.
- Coordinated and scheduled employees and supplies.
- Creating and updating company web page.
- Oversaw cost control and building codes.

### **Co-Owner**

H&M Construction and Tile - 1989 - 1991

Supervised the installation of marble tile; scheduled crews, equipment and materials to meet contract deadlines and specifications.

- Oversaw and managed financial matters of the company.
- Prepared bids, proposals and contracts.
- Managed the promotion and sale of marble tile and furniture.

### **EDUCATION**

#### **Computer Science, Construction Management, Philosophy, Psychology, Physics, Chemistry, Anatomy and Physiology**

The University of Minnesota

1986 - 1990

#### **Math and Physics Program**

Minneapolis South High School

1983 - 1986

#### ADDITIONAL INFORMATION

##### HIGHLIGHTS OF QUALIFICATIONS

Strong Working Knowledge of Primavera Project Planner (P3, P5, P6 & P7), Primavera Enterprise (P3e & P3e/c), MyPrimavera, Primavera Sure Trak Project Manager, Primavera Expedition, Primavera Contract Manager, Primavision, Claim Digger, Sharepoint, Monte Carlo, Microsoft Project Enterprise, Microsoft Project, Microsoft Office, Windows, Word, PowerPoint, Excel (pivot tables), EVMS, Access, FrontPage, EPM and Freelance.

Estimating Software, G2 Estimator and RS Means.

Financial Software, MPM, SAP and Cost Point, EcoSys.

Strong Attention to Detail.

Sharp and Creative in Problem Solving and Needs Assessment.

Self-Motivated; Able to Set Effective Priorities to Achieve Immediate and Long-Term Goals and Meet Operational Deadlines.

Effective Project Manager/Coordinator, Skilled in Prioritizing, Delegating, Organizing and Motivating.