



# JEREMY BUNTING

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## PROFESSIONAL SUMMARY

Dependable employee recognized for consistency in productivity and quality while exhibiting a positive attitude in light of challenging situations.

Exhibits exemplary work ethic and willingness to learn new processes and techniques which enhance business and team efforts.

## SKILLS

- Being in charge of large crews on big projects.
- Coordination
- Excellent organizational skills
- Advanced blueprint reading abilities
- Multitasking abilities
- Presentation skills
- Problem recognition and elimination
- Software proficiency: autodesk autocad & revit; microsoft programs, office, sharepoint, & visio
- Ability to motivate
- Performing quality work that exceeds standards and expectations.
- Leadership and management
- Deductive reasoning
- Training new employees
- Attention to detail
- Problem-solving abilities
- Sticking to budgets
- Account management
- Budget planning
- Critical thinking and analysis
- Time and resource management
- Communication abilities
- Inventory management
- Documentation and reporting
- Accountability for decisions
- Strict time management
- Customer relationship management
- Excellent sense of business

- IT abilities
- Leadership and team-building skills

## EXPERIENCE

Q.C. Manager/ N.D.T Coordinator

March 2015 - April 2019

KIEWIT ENERGY GROUP | Corpus Christi, TX

- Coordinated all inspection and test procedures up to the clients standards.
- In charge of all P.W.H.T performed on multiple projects.
- Developed new procedures to improve the quality of the work being performed.
- Walked down hydro packages with clients and third party inspectors to ensure completion of checklist items.
- Developed I.T.P.'S up to code and client standards.
- Reviewing M.T.R.'S on material to determine if it meets required standards.
- Collaborating with engineers on P.Q.R test pieces to write new welding procedures.
- Performed N.D.T. testing and reports as followed: Visual Inspection,P.M.I, M.T,P.T,Ferrite,Vacuum Box, Borescope,and Hardness testing.
- Identified performance-facing issues and determined most efficient solution.
- Performed training to raise all employees to required level of performance.
- Assessed requests for project changes to consider their effects on budget, quality, deadline, and risk.
- Attended leadership seminars and led team-building workshops to increase unity and productivity.
- Developed accurate cost estimates to help clients create projects within their budgets.
- Kept clients informed of every stage through written reports, meeting minutes, and other forms of communication.
- Reviewed plans, draws, contracts, and other documents to ensure accuracy, clarity, and quality.
- Monitored employee performance to determine areas of success and improvement.

Quality Technician/ Quality Inspector

February 2012 - December 2014

Zachry Group | Miami, FL

- Inspected field welds throughout the entire welding process..
- Inspected phalange fit ups, bolt torquing, N.D.T. Testing, electrical work, and hydro testing.
- Carried out Hardness Testing on P-15E material and other critical piping.
- Performed Pre-Heating and Post Weld Heat Treatment on P-15E and other critical piping
- Provided reports and other information to supervisors and upper management, aiding in production improvement.
- Conducted quality assessment of materials and machines to report back to supervisors about supplier efficiency.

- Reviewed daily tasks for self and coworkers and ensured they were done at the end of the day.
- Took inventory of materials and let supervisor know what we needed to order.
- Used a variety of tools such as grinders, thermocouple attachment units, hand tools, and stud guns.
- Performed maintenance on post weld heat treatment consoles.
- Can read and understand isometrics to locate where work needs to be performed.
- Put in charge of making sure work was completed on critical piping lines to ensure hydro dates were met on time.

Quality Technician

March 2009 - November 2011

Technical Field Services | West Palm Beach, FL

- Performed Pre-Heating and Post Weld Heat Treatment on all types of critical piping.
- Carried out Hardness Testing on P-15E and other types of critical piping.
- Learned to read Isometrics to ensure the work being performed was on the correct weld and piece of piping.
- Took inventory of materials to let supervisor know what we needed to order to complete the project at hand.
- Performed maintenance on Post Weld Heat Treatment Consoles to maintain top performance.
- Provided reports and other information to supervisors and upper management, aiding in production improvement.
- Used a variety of tools such as Welding Attachment Units, Hand Tools, Grinders, and Stud Guns.
- Made sure all Pre-Heating and Post Weld Heat Treatment charts stayed within specific code standards.

## EDUCATION

Bachelors Degree in Business and Project Management

December 2011

University Of Phoenix, Palm Beach, FL