

James P. House

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EXPERIENCE

Reese Enterprise Inc. - Goodlettsville, TN **Construction Management/Sales 2009 - 2010**

- Called on construction companies
- Managed job sites
- Supervised the forming, placing and finishing of concrete slabs
- Performed blue print take offs for job proposals

Garrott Brothers Continuous Mix - Gallatin, TN **Dispatcher/Plant Manager 2003 - 2009**

- Responsible for dispatching up to 43 concrete mixers at 6 different plant locations
- Coordinated work schedules for 50+ employees
- Coordinated cement/sand/rock deliveries
- Ordered add mixtures i.e. air entrainment, retarders, accelerators, etc.
- Daily meetings to coordinate next days schedule
- Performed front loader, backhoe and skid steer operations
- Proficient with Dinet tracking system
- Proficient with Command order tracking system
- Proficient with Alcon loading system for concrete batching
- Maintained communication with customers when delivering orders
- Performed Quality Control before, during and after concrete pours
- Multi-tasked between dispatching, file maintenance, call routing and handling customers

Retaining walls of Tennessee - Hendersonville, TN **Job Site Foreman 2002 - 2003**

- Supervised daily work of 12-15 employees
- Built Engineered masonry retaining wall
- Met tight deadlines which consisted of daily quotas
- Managed projects by assigning duties to all employees
- Ensured that projects were delivered on time
- Responsible for ordering materials

Reese Enterprise, Inc. - Goodlettsville, TN **Construction Management 1996 - 2002**

- Managed daily work for 20-25 employees
- Laid out Job sites using transits, laser levels, etc.
- Supervised 6-8 jobs at a time
- Supervising the forming, placing and finishing of concrete slabs
- Supervised digging and pouring of footings
- Performed Blue Print take offs for Job Proposals

STRONG REFERENCES

Available upon Request