Jeff Palmer 281-813-545

**Summary:**

Construction Manager with extensive experience in production and custom home construction, estimating and purchasing. I am a self motivated person with the ability to multi task, good communication skills, strong management and organizational skills Schedule contractors, inspectors, and timely high quality construction of new homes on the south side and downtown Houston areas.

I am seeking an opportunity in the construction mgt, purchasing or warranty service departments.

**Work History:**

**Ashton Woods Homebuilders 2019 to January 2023**

Project Construction Manager for Lago Mar estates in Texas City and Sea Brook, performed quality control inspections, managed contractors and scheduling, handled warranty service, buyer start meetings, pre sheetrock, intro and closing walks to ensure complete satisfaction to new homeowners. Created extra work and material purchase orders, managed payroll and budgets for the subdivisions. Worked closely with inspectors to ensure building codes were compliant. Laid off due to the economic downturn of home sales with an excellent letter of recommendation.

**Savannah Plantation/Stone Meadow Custom Homes** 2015 to August 2019

As Operations Manager I am responsible for developing the purchasing department, build the software data base, assist with standard feature analysis. create and input the labor budgets, hire quality vendors and contractors for new home construction in the Alvin and Rosharon areas. I was also responsible for purchase orders, permits, option pricing, set up item master, vendor master, option take offs and estimating new plans. As a start up company I also performed all construction manager duties building homes from $280.000 to $700,000 and timely warranty service and complete buyer satisfaction.

**Castle Rock Homebuilders** 2010 to 2015

Worked as construction manager for the build on your lot program. Responsible for hiring quality contractors, manage payroll and budgets, customer service, standard feature and cost analysis, option pricing and take-offs, scheduling, inspections, and homeowners complete satisfaction. Earned several production and customer service awards. Also worked on the production building side when needed.

**Tremont Homes** 2006 to 2010

Purchasing manager building patio homes in Downtown and surrounding Houston areas, as purchasing manager responsible for obtaining building permits, job start packages, vendor price management, take offs, P.O. distribution, preliminary budget analysis on new plans, bid negotiations and standard feature analysis, payroll adjustments, extra material request, and architectural revisions.

**River Oaks custom homes/Kimball Hill**  1999 to 2006

Purchasing manager for the custom home division startup of River Oaks Homes, responsible for material take-offs, architectural revisions, standard feature analysis and option pricing, vendor changes, budgets, building permits, and communication with construction managers and interior designers on construction details for high end homes in Bellaire, West U, Memorial, and Carlton Woods areas. Won prism award for best design under $750,000 in Carlton Woods street of dreams competition. Also worked with the Kimball Hill purchasing team on new starts and monitoring extra work and material orders.

**General Homes 1990 to 1999**

Worked as purchasing manager, construction manager, and area project manager over the south and west side of Houston subdivisions. Responsible for hiring and training new superintendents, audit warranty service, production, payroll, contractor relations, and quality assurance of homes in 8 communities.

**Education:**

Bachelor of Science in Construction Management from Southern Illinois University

Assisted in the construction of 4 Habitat for Humanity Homes

Head of Architectural Control committee at Savannah Plantation Community