

Gregory F. Surrena

Objective: Seeking a position which supports the design, development, and implementation of safety and loss prevention, and liability risk control programs.

Work Experience:

(1994-2009) Village Landscapes and Irrigation, Inc.

Director of Loss Prevention (2003-2009) 250 employees - (5 division offices)

- Developed and implemented safety policies and procedures designed to protect people, property, and company assets.
- Acted as the direct liaison with insurance providers to reduce insurance mods from 1.4 to .72.
- Anticipated and identified potential safety hazards to prevent accidents.
- Provided accident/incident investigation and analysis.
- Generated reports which communicated valid and comprehensive data in regards to accidents.
- Developed the company **policy and procedures** manual in an OSHA compliant format.
- Developed the company employee manual.
- Promoted and provided training for company safety practices and procedures.
- Developed the employee safety committee, "tool box talks," and regular meeting schedules.
- Conducted and organized seminars to promote job site safety and awareness.
- Conducted onsite and offsite training programs including:
 - OSHA 10 and 30 hour courses
 - OSHA competent person training
 - first aid and CPR classes
 - excavation training and accident awareness courses.
- Provided Start up procedures and administration of safety and hazard recognition programs to other firms as a part of the company's overall safety program.
- Participated in Ms. Utility pilot projects for safe utility location identification.

Project Manager/Engineer (1994-2003)

- Served as a continuing liaison and coordinator between the Company and local, state and federal government agencies, clients, engineering and technical firms for the acquisition of permits and project approvals.
- Managed new construction grading, erosion control and landscape projects for the new housing industry in Northern Virginia.
- Designed and constructed wooden, block and reinforced earth retaining walls.
- Provided specifications and engineering drawings For projects.
- Designed and constructed "hardscape" and landscape projects for homeowners.
- Established and operated satellite offices throughout Virginia and Tennessee.

(1970-1994) Construction Engineering and Project Management for various engineering firms:

- Managed multi-dimensional projects to include new and upgraded design and construction of highways.
- Managed sanitary and storm sewer projects.
- Established and maintained municipal waterworks projects.
- Conducted Federal flood insurance studies.

Certifications/Qualifications:

- OSHA certified Construction Outreach Trainer
- Virginia Certified Land Disturber
- Member of the Washington Metropolitan Construction Safety Association
- Member of the Northern Virginia Damage Prevention Association (MS. Utility)

References: Available Upon Request.