

**Mark A. Gorgas**  
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**SUMMARY OF  
QUALIFICATIONS**

Project Management and estimating professional with over 15 years of land development construction experience. Emphasis on private single/multi-family subdivisions, road construction, commercial and public utility projects.

Completion of projects with emphasis on budget administration, cost control, profit and loss responsibility, scheduling and overall project management.

**EXPERIENCE**

*July 1994 to Nov 2009*

William A. Hazel, Inc.  
**Project Manager/Estimator**

Chantilly, VA

Estimating:

Bids – Private Residential, Commercial, and Public \$10,000 to \$15 Million.  
Responsible for estimating various projects in the field of heavy construction including earthwork, underground utilities, site concrete and asphalt paving.

- Established strong relationships with responsible suppliers and subcontractors to provide the most cost efficient estimates.
- Develop strong client/contractor relationships to help promote repeat business for the company.

Project Management:

Responsible for managing various projects including contract negotiating, scheduling and subcontract awards.

- Prepare and maintain project budgets.
- Maintain and encourage communications with clients through weekly progress meetings.
- Interact with project team to resolve problems, schedule deliveries, track job progress, prepare invoices, coordinate sub-contractors and insure integrity of project requirements.

Participate in company training classes and assist in new employee training.

**EDUCATION**

*June 1994*

Virginia Polytechnic Institute and State University  
**B.S. Building Construction**

Blacksburg, VA

**COMPUTER SKILLS**

Working knowledge – Agtek; Primavera Suretrak Scheduling Software; Microsoft Word, Excel, and Project; Lotus 123 & Notes; MC2 Estimating Software; Bidtek; Viewpoint; and OnScreen Takeoff.

**REFERENCES**

References and additional information available upon request.