



David King

A detail-oriented construction project coordinator with over 4 years of experience in managing construction projects from inception to completion. Demonstrated ability to coordinate various aspects of the project, including budgeting, scheduling, and team management, ensuring that all projects are completed on time and within budget.

CONTACT

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EDUCATION

Bachelor of Science (B.S.) in
Construction Management
Texas A&M University, College Station,
TX February 2016

KEY SKILLS

- Budget management
- Project scheduling
- Vendor and subcontractor management
- Risk mitigation

PROFESSIONAL EXPERIENCE

Construction Project Coordinator | June 2018 - Present

Swift Construction, Houston, TX

- Coordinated daily project activities, including scheduling and resource allocation, to ensure timely completion
- Monitored budgets and expenses, reducing project costs by 12% through strategic vendor negotiations
- Managed on-site safety and compliance protocols, ensuring adherence to OSHA regulations

Assistant Construction Project Coordinator | August 2016 - May 2018

Titan Builders, Houston, TX

- Supported the senior project coordinator with scheduling, budgeting, and managing contractors
- Assisted in coordinating materials, tools, and equipment, ensuring project resources were utilized efficiently
- Conducted site inspections to ensure quality standards and safety protocols were met