



Salma Lopez

General Contracting Firm Owner

Residential construction leader with 12 years of experience building single-family homes from permit acquisition through close-out, holding a Certified Construction Manager credential and a Certified Renovator certification. Grew repeat business contracts by 16.1% year over year by maintaining post-close follow-up schedules and offering priority scheduling windows for returning clients. Proficient in Procore, Autodesk AutoCAD, Microsoft Excel, and OPC estimating software across estimating, scheduling, and plan review workflows.

CONTACT INFORMATION



(256) 555-0132



salma.lopez@example.com



Albertville, AL 12345

EDUCATION

Bachelor of Science in Building Construction (BSCI), Building Science

Auburn University, Auburn, AL
2010 - 2014

KEY SKILLS

- Procore
- Autodesk AutoCAD
- Microsoft Excel
- OPC estimating software
- Residential permit acquisition
- Subcontractor negotiation
- Blueprint interpretation
- OSHA safety compliance
- EPA Lead-Safe work practices
- Cost estimating and bidding

PROFESSIONAL EXPERIENCE

General Contracting Firm Owner | Sand Mountain Residential Builders LLC, Albertville, AL
2019 - Present

- Secured 37 building permits per year by preparing complete submittal packages for local and county jurisdictions, maintaining a first-pass approval rate on 34 of 37 applications.
- Built 26 single-family homes in 2025, ranging from 1,400 to 3,100 square feet, with an average construction timeline of 127 days per home.
- Grew repeat business contracts by 16.1% year over year by maintaining post-close follow-up schedules and offering priority scheduling windows for returning clients.
- Reviewed architectural plans in Autodesk AutoCAD and coordinated MEP rough-in sequences, reducing rework hours to under 9 hours per home.
- Trained 2 junior estimators on quantity surveying and vendor quote analysis, shortening average bid-package assembly from 7 days to 4 days.

Project Manager | Flint River Home Builders, Guntersville, AL
2016 - 2019

- Secured 23 residential building permits across Marshall County in 2018 by coordinating site plans, engineered drawings, and zoning variance requests.
- Delivered 19 spec homes per year, tracking subcontractor milestones and material deliveries in Procore to hold each build within 4 days of the planned schedule.
- Increased repeat business contract volume by 10.4% over a 2-year span by scheduling quarterly check-ins with past buyers and offering warranty walk-throughs at 6 and 12 months.

Assistant Project Manager | Cullman Valley Construction Group, Cullman, AL
2014 - 2016

- Prepared and filed 14 permit applications per year for single-family and duplex builds, gathering soil reports, surveys, and grading plans ahead of submission deadlines.
- Assisted the lead contractor on 11 new-home builds per year, logging daily progress in Microsoft Excel and flagging material shortages 48 hours before scheduled pours.
- Drafted bid comparison spreadsheets for framing, roofing, and concrete subcontractors, helping the firm lock in pricing that held within \$2,910 of initial estimates.

CERTIFICATIONS

- Certified Renovator (EPA Renovation, Repair and Painting Rule), EPA-accredited training provider, under the EPA Renovation, Repair and Painting

Rule | 2017

- Certified Construction Manager, Construction Manager Certification Institute, at CMAA | 2020