



Jarod Richard
WH Demmons, Inc
Estimating Manager

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OBJECTIVE

Continue to develop professionally within this company where my leadership, experience and knowledge, especially in the areas of drafting, estimating, project management and design are utilized.

EDUCATION

University of Southern Maine *January 2005 – May 2010*
 B.S. in Industrial Technology, Industrial Management

- Accomplishments: Dean’s List six consecutive semesters while working full-time to pay for school, cumulative GPA of 3.905, member of Phi Kappa Phi Honor Society
- Relevant courses: Power & Energy Processing, Plant Layout & Material Handling, Technical Writing, Ergonomics, Project Management, Production Control, Fundamentals of Quality and Applied Process Engineering

University of Maine at Orono *Fall 1995 – Fall 2000*
 Area of study: Mechanical Engineering *Dean’s List Spring 1999*

EXPERIENCE

W.H. Demmons, Inc. Portland, ME
Estimating Manager *August 2010 – present*

- Utilize the collective resources of the personnel within this company to improve estimating tools in the areas of HVAC, controls and roofing
- Create templates and estimating tools that standardize the estimating process for consistent and accurate estimates

Engineering Technician/Estimator *May 2007 – August 2010*

- Estimate, coordinate and complete HVAC design projects in conjunction with engineering department, sales team and senior management
- Designed custom estimation software for company-wide use; reducing time spent on estimating and improving overall accuracy and efficiency
- Introduced new project management software to increase productivity across three divisions, streamline scheduling and enhance management control of projects
- Maintain knowledge of current industry trends and applicable technologies

Engineering Assistant *February 2005 – May 2007*

- Drafted design details and complete duct work layouts for new construction, retrofit, commercial and residential projects
- Prepared construction documents for new business proposals and project submittal information

Metal Shop Technician *April 2003 – February 2005*

- Created custom metalwork per specifications of various customers, including large corporations, small business and individuals
- Conducted onsite visits to potential clients to create cost estimation and bid proposals

Roof Installation Technician *May 2001 – October 2002*

- Installed roofing systems for new construction commercial and residential buildings
- Replaced, repaired and maintained rubber, rolled, metal and shingled roofs using modern roofing technologies

U.S. Army National Guard

Sergeant

January 2006 – present

- Active duty convoy commander during Operation Iraqi Freedom with Bravo Company 3/172 Mountain Division; stationed in Baghdad, Iraq
- Train and command soldiers in war-time missions and during drill weekends
- Awarded Foreign Service Ribbon, Army Commendation Medal and NCO of the year nomination
- Earned two promotions by coordinating soldiers to complete designated missions and performed duties outlined by senior officers and receiving Army Physical Fitness Training award
- Distinguished Honor Graduate, Class Leader, Army Physical Fitness Training award

TECHNICAL SKILLS: Autodesk Building Systems 2009, Trane Trace 700, Carrier Blockload 4.0, Adobe Photoshop and Illustrator, Microsoft Office, Visio, Access, Project, PowerPoint and Excel