

Alexandra R. Berman

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Education

KENT STATE UNIVERSITY, 2019

KENT, OHIO

Major: B.S. - Construction Management

Concentration: MEP Systems

- Grade Point Average of 3.967 / 4.0

Experience

DONLEY'S INC

CLEVELAND, OHIO

Estimating Co-op, May 2017 - August 2017

- Interior Takeoffs
- Subcontractor Contact Database

GEAUGA MECHANICAL COMPANY

CHARDON, OHIO

Office Assistant, June 2012 - May 2017

- Piping Systems Design
- Piping Systems Takeoffs
- Mechanical and Piping Estimates
- Service Department Work Orders
- Developed Customer Database
- Equipment Tracking Management
- Onsite Quality Control

Skills

- Safety - OSHA 30 Certified
- Responsible
- Hard-working
- Teamwork
- Takeoffs
- Estimating
- Quality Control
- Document Control
- Logistics

Extracurricular Activities / Organizations

- UC New Builders Competition Upper-Classman Coach - Present
- MCAA Competition - Present
- ABC Competition – November 2017
- UC New Builders Competition - February 2017
- Treasurer - Construction Management Student Organization 2017-Present

References

Available Upon Request