

Drew E. Heilman

deheilman@gmail.com
(717) 873-1210

Penn State Address:
301 South Pugh Street, Apt. #802
State College, Pa 16801

Permanent Address:
104 North Lake Rd.
Thomasville, Pa 17364

Objective: To obtain a full time position with a construction management corporation to exercise my education and experience in the industry.

Education	The Pennsylvania State University Bachelor of Architectural Engineering Construction Management Option Cumulative GPA: 3.1/4.0	University Park, PA Expected Graduation: May 2010 Major GPA: 3.1/4.0
Experience	James G. Davis Construction Corporation , Rockville, MD Constitution Center, Washington DC - \$250 million, 2.1 million SF <ul style="list-style-type: none">• Conducted weekly Sub Progress Meetings and documented meeting minutes• Compiled weekly meeting agendas from the project management team• Tabulated floor leveling calculations• Witnessed building façade testing• Performed weekly PM Safety Walks and Checklists• Executed daily reports into Prolog• Composed and posted RFIs into record drawings• Assisted in performing surveying and layout tasks• Contacted Subcontractors to coordinate and organize O&M, Warranty and As-Built Drawings• Developed deficiency lists for project completion in cores and curtain wall	Summer 2009
	Hess Construction & Engineering Services , Gaithersburg, MD Oakdale High School, Fredrick MD - \$65 million, 49-acre site <ul style="list-style-type: none">• Managed labor crew of 3-5 workers• Reviewed submittals and performed take-offs• Assisted in performing surveying and layout tasks• Attended weekly meetings and updated meeting minutes• Assembled O&M and Warranty manuals for the ownership• Entered daily reports into the management system• Posted RFI's onto the working drawings	Summer 2008
	Smith's Sanitary Septic Service , Hanover, PA <ul style="list-style-type: none">• Transported and operated the backhoe• Installed electrical sump pumps for lift tanks on sand mound systems• Delivered chemicals and materials to projects• Operated drain field jetting machine and performed drain line repairs	Summer 2006-07
Activities	Student Partnership for Achieving Construction Excellence <ul style="list-style-type: none">• Job Placement Officer• Member Fall 2008 Architecture Studio Champions	2009- Present 2008- Present
Skill Profile	30 Hour OSHA Certified Prolog Management 2008 Autodesk Revit	Autocad Navisworks Microsoft Office programs

-References Available Upon Request-