

NYE COUNTY AGENDA INFORMATION FORM

1

Action Presentation

Presentation & Action

| | | |
|--|-------------------|----------------------------|
| Department: County Manager | Agenda Date: | |
| Category: Regular | April 19, 2022 | |
| Contact: Tim Sutton | Phone: | Continued from meeting of: |
| Return to: | Location: Pahrump | Phone: |
| <p>Action requested: (Include what, with whom, when, where, why, how much (\$) and terms)</p> <p>Discussion and deliberation to ratify the County Manager, Tim Sutton's selection of Thomas L. Bolling as Public Works Director.</p> | | |
| <p>Complete description of requested action: (Include, if applicable, background, impact, long-term commitment, existing county policy, future goals, obtained by competitive bid, accountability)</p> | | |
| <p>Any information provided after the agenda is published or during the meeting of the Commissioners will require you to provide 10 copies: one for each Commissioner, one for the Clerk, one for the District Attorney, one for the Public and two for the County Manager. Contracts or documents requiring signature must be submitted with three original copies.</p> | | |
| <p>Expenditure Impact by FY(s): (Provide detail on Financial Form)</p> <p><input checked="" type="checkbox"/> No financial impact</p> | | |

Routing & Approval (Sign & Date)

| | | | |
|---------|------|---|-------------------|
| 1. Dept | Date | 6. | Date |
| 2. | Date | 7. HR <i>Eloise Toldam</i> | Date 04/05/202 |
| 3. | Date | 8. Legal | Date <i>WA</i> |
| 4. | Date | 9. Budgets | Date <i>WA</i> |
| 5. | Date | 10. County Manager <input checked="" type="checkbox"/> Place on Agenda <i>S</i> | Date |

Item #: 28

Timothy Sutton
Nye County Administration
2100 E. Walt Williams Dr.
Pahrump, NV 89048

Thomas Bolling

[REDACTED]

[REDACTED]

Mr. Sutton:

This letter is to inform you of my interest in the Director of Public Works position that will open when the current director retires. I have been with the county, working as the Assistant Director of Public Works since July of 2020. My family has lived in Nye County since 1959. Living in Pahrump for most of my life, I plan to stay through retirement. I am also 19 years from retirement so I would be in this position for a long time if chosen.

I have worked all over the United States, in multiple different municipalities. This has allowed me to gain knowledge of how the different entities require their contractors to complete work. I can bring that knowledge to Public Works department and start to better the way we manage all our different divisions.

Having an opportunity to grow with the county is exciting and I appreciate you considering me for this position.

Respectfully,



Thomas Bolling

[REDACTED]

Nye County Application for Employment

Submit application to:

Nye County Human Resources
PO Box 3400 (mailing)
101 Radar Road (physical)
Tonopah, NV 89049

or

2101 E. Calvada Blvd, Suite 150
Pahrump, NV 89048

Human_Resources@co.nye.nv.us

An Equal Opportunity Employer



HR Use only:

RECEIVED

By Dustin Ward at 3:18 pm, Feb 28, 2022

Nye County is an Equal Opportunity Provider and Employer. If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.acer.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at US Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W. Washington, DC 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov

A candidate may be disqualified from further participation in the examination process and/or from placement on an eligible list by the Human Resources Director if the application does not demonstrate possession of the minimum qualifications required for the position, if the application is not fully and truthfully completed and for any other material reason.

Position Desired:

Public Works Director

Department:

Public Works

Name Thomas Bolling

Date 02/26/2022

Address [REDACTED]

City [REDACTED]

State [REDACTED]

Zip Code [REDACTED]

Email address: [REDACTED]

Telephone(s) Home ()

Cell [REDACTED]

Work [REDACTED]

How did you hear about this position?

Advertisement Walk-In Referral (by whom?) _____

Other (explain) _____

If offered employment, when will you be available to begin?

Immediately

What type of employment will you accept?

Full-Time Part-Time

Temporary

Will you be available for shift work? Yes No

Will you be available to work weekends and/or holidays if necessary? Yes No

Have you reviewed the posted job description or have the requirements of the job been explained to you? Yes No

Do you understand the job requirements? Yes No

Can you perform the essential functions of this job with or without reasonable accommodation? Yes No

To qualify for employment, applicants must be at least 18 years of age unless otherwise specified in the job announcement. If offered employment, can you furnish proof of age? Yes No

After an offer of employment, can you submit verification of your legal right to work in the United States? Yes No

List other names, if any, you have used _____

EDUCATION RECORD***Copies may be required**Did you graduate from high school or receive a GED certificate? Yes No

| School Name | Location | Hours Earned | Diploma, Degree, or Certificate | Major Field of Study |
|---|----------------|--------------|---------------------------------|----------------------|
| Highschool 1. Pahrump Valley High School | Pahrump, NV | 23.5 credit | Diploma | |
| 2. | | | | |
| College/University (Undergraduate) 1. Southern Utah University | Cedar City, UT | 2 semester | none | Business |
| 2. | | | | |
| Graduate School | | | | |

LICENSES (Optional, unless required for the position for which you are now applying.)

List current licenses, certifications, or registrations required for the position for which you are applying. Indicate types, state license numbers, and expiration dates.

Answer only if position requires.

Do you possess a valid driver's license? Yes NoIf so, license expires 07/22/2023 Class A Restrictions (if any) BFor positions that require typing: I certify that I can type at a speed of 35 WPM.

In addition to English, list any other language abilities you possess.

Verbal fluency in _____

Written fluency in _____

List any special skills you possess and/or equipment or office machines you can operate.

Extensive knowledge of infrastructure installation, i.e., Grading, Paving, Wet Utilities, Dry Utilities, etc. - EPA permitting/compliance/reporting - Budgeting & Cost Controls - Extremely proficient in plan reading and visualization - Able to forward think and realize problems before they become problems - MS Word, Excel, Outlook, Project, Power Point

OTHER INFORMATIONHave you ever been disciplined in your employment related to workplace violence? Yes No

If yes, please explain.

Do you presently or have you used illegal drugs? Yes No

If yes, please give dates and type of drug used (if necessary attach a separate sheet)

Have you ever been employed by **NYE COUNTY**? Yes No

If yes, please provide the following information:

Department Public Works Position Title Assistant Director of Public WorksDates of Employment 07/06/2020- present Reason for Separation Still employed

OTHER INFORMATION CONTINUED

Are you related to anyone who is currently or formerly employed by **NYE COUNTY**? Yes No

If yes, please provide the following information:

Related person's name Justin Wall Department Road Department - Amargosa
 Relationship Cousin

THIS SECTION IS TO BE COMPLETED ONLY IF YOU ARE APPLYING FOR A POSITION:

- **AS A PEACE OFFICER OR FIREFIGHTER.**
- **WHICH HAS ACCESS TO THE NEVADA CRIMINAL JUSTICE INFORMATION SYSTEM OR THE NATIONAL CRIME INFORMATION CENTER.**
- **WHICH A STATE OR FEDERAL LAW REQUIRE CRIMINAL HISTORY INFORMATION.**

Have you ever been convicted of, pled guilty or nolo contendere to, or been granted deferred adjudication for a felony, misdemeanor (excluding juvenile adjudication), or any lesser crime other than a minor traffic infraction?... Yes No

Do you have any pending court charges that have not been adjudicated?..... Yes No

If you have answered yes to either question, list all such offenses and provide date, name of court, and disposition (if any). You may omit minor traffic violations for which you paid a fine of \$50 or less. Omission of information may be considered cause for disqualification from the employment pre-screening process or result in termination of employment.

FOR POSITIONS, OTHER THAN THOSE IDENTIFIED ABOVE:

- The criminal history of an applicant will only be considered after the final interview which is conducted in person or an offer of employment has been made, whichever occurs first.
- **NYE COUNTY** may, before selecting an applicant as a finalist or extending a conditional offer, notify the applicant of any provisions of law that disqualify a person with a particular criminal history from employment in a particular position.
- A record of conviction will not necessarily bar the applicant from employment. Factors to be considered when looking at records of criminal history include:
 - Length of time passed since the offense;
 - Age of applicant at the time of the offense;
 - Severity and nature of the offense;
 - Relationship of the offense to the position applying for; and
 - Evidence of rehabilitation of the applicant.
- The following will not be considered:
 - Arrests which did not result in a conviction;
 - Record of convictions that were dismissed, expunged, or sealed; and
 - Infractions or misdemeanors for which a sentence of imprisonment in a county jail was not imposed.

EMPLOYMENT HISTORY

Provide information regarding all paid employment (include military employment for the last ten years. Volunteer work which may be related to the position for which you are applying should also be provided. Describe your most recent position first; then list other positions in order held. Use a separate block for each position, even if with the same employer. Use additional sheets if necessary. Do NOT use references such as "See Résumé" in place of completing this section.

May we contact all employers listed? (Attach a list of any exceptions with an explanation.)

Yes No

| | | | |
|-------------------------|-------------------------|---|---|
| Present Employer | Nye County Public Works | Present Position | Assistant Director |
| Address | 250 N. Hwy160 Suite #2 | From (Mo/Yr) | 07/20 To (Mo/Yr) present |
| City | Pahrump | <input checked="" type="checkbox"/> Full-Time | <input type="checkbox"/> Part-Time (<20 hrs/wk) |
| State | NV | Zip Code 89048 | |
| Supervisor's Name/Title | Tim Dahl / Director | Telephone (775) 751-6262 | |

Related Duties:

Under the general direction of the Public Works Director, the Assistant Director is responsible for organizing, directing and coordinating activities of the divisions of the Public Works Department including Road Maintenance, Solid Waste Treatment and Airport Management. Work requires management related to Public Works project development and construction. Reviews development plans, specifications, and detailed drawings. Performs research and submits reports and recommendations to Director.

Reason for Leaving: Promotion

| | | | |
|-------------------------|----------------------------|---|---|
| Employer | Western States Contracting | Position | Project Management/ Grading Estimate |
| Address | 4129 Cheyenne Ave. | From (Mo/Yr) | 07/2014 To (Mo/Yr) 07/2020 |
| City | North Las Vegas | <input checked="" type="checkbox"/> Full-Time | <input type="checkbox"/> Part-Time (<20 hrs/wk) |
| State | NV | Zip Code 89032 | |
| Supervisor's Name/Title | James Raines | Telephone (702)644-1117 | |

Related Duties:

Scheduling, coordinating and monitoring all aspects of assigned projects from conceptual drawings through completion of final product. Interact daily with builders, City/County Staff, consultants and numerous trade partners. Responsibilities include, reading plans, doing take offs, calculating quantities, doing job walks, knowing regulations and policies of entities, communicating with clients/customer relations, requesting pricing from vendors, transforming quantities into bid proposals, following up with clients, contract verification, ordering traffic control plans and dig tickets, help superintendents with project education through job starts/pass offs, perform any scheduling of personnel or equipment as requested, tracking

Reason for Leaving: Went to work for Nye County

| | | | |
|----------|---------------|---|---|
| Employer | System 3 Inc. | Position | Lead Man |
| Address | 5945 Palm Dr. | From (Mo/Yr) | 12/2013 To (Mo/Yr) 06/2014 |
| City | Carmichael | <input checked="" type="checkbox"/> Full-Time | <input type="checkbox"/> Part-Time (<20 hrs/wk) |
| State | CA | Zip Code 95608 | |

Supervisor's Name/Title _____ Telephone (916)979-0550

Related Duties:

Operate heavy equipment safely and effectively to increase production while building power transmission lines and Substations. Perform daily toolbox talks, inspect equipment, and act as a lead man when a foreman is not present.

Reason for Leaving: Moved back to Las Vegas and wanted to work locally.

Employer _____ Position _____
 Address _____ From (Mo/Yr) _____ To (Mo/Yr) _____
 City _____ Full-Time Part-Time (<20 hrs/wk)
 State _____ Zip Code _____
 Supervisor's Name/Title _____ Telephone (_____)
 Related Duties:

Reason for Leaving: _____

Employer _____ Position _____
 Address _____ From (Mo/Yr) _____ To (Mo/Yr) _____
 City _____ Full-Time Part-Time (<20 hrs/wk)
 State _____ Zip Code _____
 Supervisor's Name/Title _____ Telephone (_____)
 Related Duties:

Reason for Leaving: _____

Please state below any other information that would be helpful in determining your qualifications for this position. You may include significant accomplishments, previous career highlights, or any other relevant information that is not requested in this employment application. Use additional sheets if necessary.

I was hired in July 2020 as the Assistant Public Works Director. Since then I have been trained in every aspect of the Directors position. This training, coupled with my 25 years of real world experience in all of the facets of Public Works, makes me the best candidate for the position.

I have worked all over the United States, in multiple different municipalities. This has allowed me to gain knowledge of how different entities require their contractors to complete work. I can bring that knowledge to the Public Works department through the Director position and start to better the way we manage all our different divisions.

ACKNOWLEDGMENTS

Please **READ ALL** of the following statements and **INITIAL EACH** of the lines to indicate you have read and understand each of the statements. If you have any questions, contact Nye County Human Resources.

All offers of employment and all information regarding compensation and other terms and conditions of employment will be made in writing. Verbal statements may not be relied upon.

This application is the property of **NYE COUNTY** and will become part of my personnel file if I am hired.

I authorize **NYE COUNTY** to contact any employer or individual to obtain from them any relevant information regarding my previous employment, military service, criminal history, characteristics or traits necessary for job performance, or other relevant qualifications for employment and/or continued employment with **NYE COUNTY**. In addition, I authorize **NYE COUNTY** to conduct a background search which includes criminal history and military history. In addition, if the position for which I am applying requires driving a vehicle, I authorize **NYE COUNTY** to conduct a Department of Motor Vehicles (DMV) search. If the position for which I am applying involves contact with minors or with any persons having diminished capacity to care for themselves, a search of government sex offender registries may be conducted. I further authorize **NYE COUNTY** to contact any institution and/or licensing authority to verify my possession of education, licenses, and/or certificates which may qualify me for employment.

In exchange for **NYE COUNTY'S** consideration of my employment application, and/or any continued employment with **NYE COUNTY** I authorize anyone possessing information to furnish it to **NYE COUNTY** upon request, and I release the organizations and all individuals providing the information or acquiring the information, including **NYE COUNTY**, from all claims, liability, and damages whatsoever claimed to be related to furnishing, obtaining, or using said information. This release applies to, but is not limited to, claims for defamation, libel, slander, infliction of emotional distress, and interference with current or prospective economic relations.

I further understand this consent will apply during the entire course of my employment with **NYE COUNTY** should I obtain such employment. I understand and agree this consent shall remain in affect indefinitely.

I hereby certify that all statements made in this application are true. I understand that any false statement of material facts herein may cause forfeiture on my part of all rights to any employment with **NYE COUNTY**. I understand that any misrepresentation, falsification, or material omission of information may result in my failure to receive an offer, or if I have been hired, in my dismissal from employment regardless of length of employment. I understand that neither this document nor any offer of employment from **NYE COUNTY** constitutes an employment contract unless a specific contract document to that effect is executed. I agree to undergo any job-related drug screening and physical examination upon conditional offer of employment. I understand that during my employment I may be subject to random drug screenings and physical examinations. I understand that **NYE COUNTY** is not requesting genetic information from the drug screening or the physical examination and that the person administering the examination should not provide genetic information to **NYE COUNTY**. I further understand and agree that this paragraph applies to any information supplied by me at a later date as part of this application.

Per NRS 281.060 (2), I opt to exercise my rights by voluntarily attaching a copy of my DD214. NRS 281.060(2) states preference must be given, if qualifications of applicants are equal: a) first, to an honorably discharged military personnel of the United States who is a citizen of Nevada; and b) second, to other citizens of Nevada.

Additionally, my signature below certifies that the information provided is true and correct to the best of my knowledge.

Signature of Applicant



Date

02/28/2022

Thomas L. Bolling

QUALIFICATIONS

- * 22+ yrs. experience supervising crews in a construction environment to include underground and grading/paving crews
- * Extensive knowledge of infrastructure installation, i.e., Grading, Paving, Wet Utilities, Dry Utilities, etc.
- * EPA permitting/ compliance/ reporting
- * Preliminary and Progress Scheduling
- * Familiar with extras and change order practices
- * Budgeting & Cost Controls
- * Extensive knowledge of OSHA regulations
- * Extremely proficient in plan reading and visualization
- * Able to forward think and realize problems before they become problems
- * Strong computer background including experience with MS Word, Excel, Outlook, Project, Power Point
- * Familiar with On Screen Take Off and Hard Dollar programs
- * Opacity reading and documentation
- * Onsite Engineering / Surveying
- * Subcontractor / Crew Supervision
- * Site Safety / OSHA Compliance
- * More than 22 yrs. experience in heavy equipment operation
- * Able to understand and carry out oral and written instructions with little or no supervision
- * Class A CDL with Doubles and Tankers Endorsements
- * Able to pass criminal background screen
- * Able to pass drug screen and physical requirements
- * Team leader in safety policies and procedures

With over 25 years of experience in the civil construction field, I would be an asset as Director of Public Works. I have performed a range of duties including laborer, operator, working foreman, superintendent, estimation, project management, construction management, general management, and Assistant Director of Public Works. I have worked on projects varying from grading/paving, structural concrete, storm-drain installation, water/sewer infrastructure installation, power and gas installation, road and highway building, bridge building, and power plants. I have worked on housing subdivisions from first cut, installed all utilities, and finished through bond walk. I am able to effectively control multiple projects at once. I am vastly experienced in project estimation and bidding, contractor relations, sub-contractor relations, onsite engineering, and by completing an OSHA 500 course, I have a strong background in safety.

WORK EXPERIENCE

- Assistant Director 07/2020 - Present
Public Works Department – Nye County, NV

JOB RESPONSIBILITIES:

My responsibilities include organizing, directing and coordinating activities of the divisions of the Public Works Department including Road Maintenance, Solid Waste Treatment, Municipal water and sewer systems, and Airport Management; management related to Public Works project development and construction; Review development plans, specifications, and detailed drawings; assisting the Director in all decisions relating to the divisions; Responsible for direct supervision, and direction to division heads; manage and provide primary project oversight and direction; perform quality control and construction manager for county construction projects.

Assume management responsibility for all services and activities of Public Works in the absence of the Public Works Director. Supervise and participate in a variety of sub-professional engineering work, including the preparation of plans, contracts, traffic related issues, review developments/subdivision plans and projects specifications; directs and/or coordinates project inspections.

Direct and supervise all department functions through staff of professional, technical, and clerical subordinates. Review and evaluate individual performance and accomplishments of subordinates. Select, train, motivate and evaluate personnel; provide and coordinate staff training; work with employees to correct deficiencies; implement discipline and termination procedures.

Participate in the development of long-range plans and programs with other County and governmental agencies. Plan and design roads, bridges, and drainage facilities; review and inspect subdivision/site developments and improvements.

Administers the engineering for designs and specifications, and the securing of bids and assignment of contracts for major projects.

Supervise and conduct field inspections of contracted construction work.

Respond to and resolves difficult and sensitive public inquiries and complaints.

Attends Board of Commissioner meetings, Planning Commission meetings and other meetings with various civic and governmental agencies/officials as required.

- Finish Blade Operator/Finish Foreman/Underground Superintendent/Project Manager-Estimator 7/2014-07/2020

Western States Contractors-Las Vegas, NV

A diverse underground and earthwork company that installs all types of utilities and infrastructure, and performs mass grading, fine grading, and paving jobs.

JOB RESPONSIBILITIES:

Project Manager – Responsible for development of various projects. Scheduling, coordinating and monitoring all aspects of assigned projects from conceptual drawings through completion of final product. Interact daily with builders, City/County Staff, consultants and numerous trade partners.

Estimator – Responsibilities include, reading plans, doing take offs, calculating quantities, doing job walks, knowing regulations and policies of entities, communicating with clients/customer relations, requesting pricing from vendors, transforming quantities into bid proposals, following up with clients, contract verification, ordering traffic control plans and dig tickets, help superintendents with project education through job starts/pass offs, perform any scheduling of personnel or equipment as requested, tracking quantities from the field, make sure monthly billing is correct, supply documents for closeout of project.

Superintendent – Perform all functions of a Superintendent, setting schedules, scheduling inspections, ordering materials, scheduling supportive trades (i.e. equipment transport, aggregate material deliveries, etc.), troubleshooting problems on projects, tracking personnel, making sure all work to be done is covered, meeting with clients, providing excellent service to our customers. I have a good reputation with all of the inspecting agencies, and I was in charge of making sure we were in compliance with NVE practices and procedures, SWG practices and procedures, as well as meeting any LVVWD, Department of Reclamation, and Public Works guidelines.

Foreman-Perform all functions of a foreman, from setting/modifying schedules, determining what equipment/personnel will be required, meeting with clients and inspectors, scheduling inspections, and collaborating with the other crews on the jobsite. Performing safety inspections and toolbox meetings, and operating all types of equipment from blades, loaders, dozers, scrapers, to water trucks, excavators, compactors, Jaw Crushers and Roto-Mill Pavement Profilers.

- Operator/Lead Man 12/2013-6/2014

System 3 Inc. –Carmichael, CA

A power generation installation company which is contracted to install infrastructure to alternative energy power generation sites.

JOB RESPONSIBILITIES:

Operate heavy equipment safely and effectively to increase production while building power transmission lines and Substations. Perform daily toolbox talks, inspect equipment, and act as a lead man when a foreman is not present.

EQUIPMENT OPERATED:

Finish Blade, Loader, Compactor, Skid Steer, Dozer, Backhoe, Forklift, Crane, Truck Drill, LoDril, Semi-Lowboy, Semi-Flatbed, Boom truck, Water truck, Dump truck.

- Foreman/Lead man; Equipment Operator 09/2013-12/2013

Gradex Construction Co. - Reno, NV

A civil construction company whose primary contracting activity is on commercial and industrial site preparation, including underground utilities and asphalt paving.

JOB RESPONSIBILITIES:

Responsible for overseeing crews in the installation of all subbase and base grades., Finish Grading of slopes and Drainage Channels, Backfilling of Retaining walls and installation of gas and sewer mains; Operation of Motor Graders, Loaders, Backhoes, Excavators, Compactors, Water trucks; developing a relationship with owners, clients, general contractors, and inspectors. Making sure jobsites meet or exceed OSHA regulations for safety.

EQUIPMENT OPERATED:

Finish Blade, Loader, Finish Excavator, Haul Truck, Skid Steer, Water Truck, Semi-End dump, Dump Truck

- Equipment Trainer/ Maintenance Planner 12/2012 – 09/2013

Ledcor CMI Inc. - Reno, NV

A mining contractor commissioned to Drill, Blast, Load, and Haul Ore at the Rawhide Mine

JOB RESPONSIBILITIES:

Equipment Trainer - Developing training procedures, performing new hire orientation training, assisting in accident investigations, training operators on proper operational techniques of equipment, training operators about the safety procedures associated with specific equipment; creating new 'Safe Work Practices'; developing new 'Standard Operating Practices'; making sure work areas meet MSHA regulations

Maintenance Planner – Planning day to day work to be performed by the maintenance crew; Performing daily toolbox trainings; Ordering parts and consumables for the maintenance department as well as any office consumables needed; Scheduling 'Vendor' mechanics to perform non day to day maintenance work; Forecasting any preventative maintenance that will be required; Creating work orders for preventative maintenance work to be performed; Developing a maintenance plan each week; Obtaining purchase order numbers and approving payment on invoices; Supervising maintenance personnel; Making sure work place examinations are performed daily per shift

EQUIPMENT OPERATED:

Blade, Haul Truck, Small Loader, Large Loader, Excavator, Production Pneumatic Drill

- Finish Blade Operator 8/2011 – 12/2012

Atlas Contractors- Sparks, NV

Atlas' qualified expertise in the industry includes earthwork, mass grading, structural excavation, underground utilities installation, fine grading, concrete and asphalt base and asphalt paving.

JOB RESPONSIBILITIES:

Responsible for the final grading and finish installation of Curb and Gutter sub and base grade, Concrete Paving sub and Base Grade, and Asphalt Paving sub and Base Grade, Finish Grading of slopes and Drainage Channels, Backfilling of Retaining walls and installation of "V" Ditches.

EQUIPMENT OPERATED: Finish Blade operation w/GPS, Loaders, Backhoes, Excavators, Compactors, Water trucks, Paddle wheel Scrapers, Dozers, Haul Packs, Semi-End dump, Semi-Double Bottom dump, Semi-Transfer Rig, Semi-Lowboy,

- Construction Manager 8/2010 – 8/2011

NTL Landscape Design & Installation –San Antonio, TX

A landscape design and installation company, newly established in San Antonio, currently working on the University Way Project, as well as the Verano Parkway Project at the new Texas A & M campus.

JOB RESPONSIBILITIES:

Responsible for all construction related activities, from planning, organizing, execution, and finalization, and making sure jobsites adhere to OSHA regulations. Other duties include operating equipment while working on demolition, grading, and trenching projects, maintenance and proper up-keep of all worksite equipment, and establishing relationships with crew, clients, and inspectors in order to create a productive work environment.

EQUIPMENT OPERATED: Backhoe, Excavator, Dump truck

- Operations Manager 5/2001 – 9/2009

Bolling Construction Inc. – Pahrump, NV

A privately-owned civil construction company whose projects include residential foundations, commercial foundations, parking lots, underground utilities, and road and highway construction; also owns and operates two gravel pit quarries and a concrete batch plant.

JOB RESPONSIBILITIES:

Project estimation and bidding, contractor relations, onsite engineering, safety supervision, heavy equipment operation, and truck driving.

Bidding and Estimation

Extensive plan interpretation and take off. Completing estimates and job proposals. Creating work plans and schedules.

Utilities/ Equipment Operations/ Mining

Installing C900 water main piping. Performing "Hot Taps" of various sizes on live water mains. Installing sanitary sewers including lift stations. Replacing live sewer sections safely. Installation of dry utilities.

Finish blade work including blue topping and TOPCON laser finishing. Operation of all heavy and light equipment used in the civil construction field. Overseeing equipment maintenance, assignments, locations, and usage.

Oversee the production and safety of Simkins Pit and Wheeler Pit, equipment operation, and material testing. In charge of EPA permitting and compliance. Keeping up with the demand of material contracts, concrete batch plant, and construction consumption of produced material. Developed current safety practices, including updating training procedures. Opened and developed Wheeler Pit from barren desert. Modified crushing plant to better produce spec product and reduce output of unusable byproduct. Proficient knowledge in material sizing and composition.

EQUIPMENT OPERATED: Finish Blade, Finish Excavator, Finish Loader, Large Loader, Small Loader, Skid Steer, Backhoe, Skip Loader, Crusher, Wash plant, Scraper, Dozer, Crane, Boom truck, Semi-Double Belly Dump, Semi- End Dump, Semi-Belly dump, Dump Truck, Water Truck, Semi-Transfer Rig, Semi-Lowboy 5,7, and 9 axle,

EDUCATION

Pahrump Valley High School, Pahrump, NV
H.S. diploma, 1996

TRAINING

April, 2015- Clark County Dust Card
Dec, 2014- OSHA 10 refresher
Nov, 2009- OSHA 10
Nov, 2007- Opacity Readings, Karl Koontz and Assoc., Las Vegas, NV
May, 2005- MSHA trainer course, MSHA, Las Vegas, NV
Obtained MSHA 'Blue Card' MIIN# M01749487
Jan, 2001- OSHA 500 course, Red Rocks Community College - Lakewood, CO