**Raymond Ponce**

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WORK EXPERIENCE

**Construction Superintendent** May 2019 – Current *Gateway Builders* Santa Rosa, CA

* Oversee day-to-day operations of residential properties in the Santa Rosa area.
* 50 Million Dollar Project
* Manage projects to complete on schedule by working with clients and architects.
* Assigned work to employees based on project requirements and individual team member strengths.
* Inspected daily construction to determine project progress, contract, compliance and safety
* Monitor inventory and supplies, including maintenance, tools, and equipment. ● Responsible for maintaining and adhering to contract documents.

**Quality Manager** July 2018 – May 2019

*City Ventures, LLC.* CA

* Submittal reviews, design-assist for various projects.
* Created and maintained the project submittal for conformance with project specifications by direct review and leveraging team members.
* Verify and document that all materials received for the project are in conformance with the approved submittal.
* Lead sub-trade meetings regarding schedules and site conditions.
* Maintained strong relationships with sub trades and suppliers.

**Superintendent** June 2017 – June 2018

*Lenox Homes* Lafayette, CA

* 30 Mllion Dollar Projects
* Responsible for Site Safety, Security and tasks related to sub-contractors ● Direct, supervise, coordinate construction activities and related workers.
* Inspect work progress, equipment, or construction sites to verify safety and ensure specifics are met.

**Assistant Superintendent** November 2000 – May 2017

*Davidson Homes* Walnut Creek, CA

* Direct, supervise, coordinate construction activities and related workers.
* Inspect work progress, equipment, or construction sites to verify safety and ensure specifics are met.

# PROFESSIONAL REFERENCES

# AVAILABLE UPON REQUEST