

# DAMILARE OLUWASEGUN ALLISON

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## OBJECTIVE

To join a synergy of professionals that will harness my skills and potentials to achieve the organization's set goals and objectives; while also taking every opportunity to learn and add to my life experiences as a project manager/estimator

## SKILLS

- Good team Player with excellent communication and presentation skills, both at the workplace and in the academic setting.
- Problem Solving with sound analytical ability (critical reasoning).
- Competent in Arbitration handling and other Dispute Resolution methods etc.
- Good measurement and estimating skills.
- Adept at using AutoCAD for 2D and 3D architectural Design.
- ICT Competency (MS WORD, MS POWERPOINT, MS EXCEL, QS CAD, BLUEBEAM, PLANSWIFT).
- Ability to produce and interpret Architectural Drawings using AutoCAD.
- Accustomed to both the consulting and contracting area of quantity surveying.
- Ability to adapt to change in environments.

## WORK EXPERIENCE

### 1. Jackson Roofing GTA INC. Project Estimator (August 2019 to Present) Key Responsibilities

- Prepare work to be estimated by gathering proposals, drawings, specifications, and related documents.
- Identifies labor, material, and time requirements by studying proposals, blueprints, specifications, and related documents.
- Prepare take off based on drawings and specifications
- Resolves discrepancies by collecting and analyzing information.
- Presents prepared estimate
- Prepares special reports by collecting, analyzing, and summarizing information and trends.
- Maintains cost data base by entering and backing up data.

- Other duties as assigned

## 2. Monalt Environmental Construction Estimator (May 2019 to July 2019) Key Responsibilities

- Preparation of quotations
- Preparation of material and labor take-offs based on drawings and specifications
- Purchase order issuance,
- Prepare and maintain a directory of suppliers, contractors and subcontractors
- Establish relationship with customers
- Follow up and tracking of quotations
- Other duties as assigned

## 3. TF Warren Group – Blastech Estimator (August 2018 to April 2019) Key Responsibilities

- Work with Sales & Estimating team to calculate and communicate customer estimates
- Provide estimates for Rail Division for support services
- Identify and quantify cost factors; production time, raw materials, equipment, and labour expenses
- Process work orders and provide all required information for the plant to perform the work
- Assist sales efforts by reviewing clients' needs with respect to pricing formats and processing
- Review and recommends contract language changes, amendments and extra work requests
- Obtain pricing for materials and bids from subcontractors
- Consult with industry suppliers and experts to resolve issues and discuss solutions
- Prepare cost analysis
- Communicate with customers on technical details, drawings, specifications and scheduling
- Collaborate with clients, sales team and other contacts on estimates
- Review completed work prior to invoicing
- Review existing contracts to compare estimated versus actual costs

4. **Toyota Boshoku, Woodstock, Ontario**  
Team Member (May 2018 to July 2018)  
Key Responsibilities
  - 5s implementation
  - inventory control
  - assembly of parts
  - filing necessary paper works
  - quality control
  
5. **Great Northern Insulation, Woodstock, Ontario**  
Residential Estimator (May 2018 )  
Key responsibilities
  - to provide quantity take off for quotes
  - read and interpret blueprints and specifications
  - track weekly progress of salespersons
  - handling correspondence as required
  
6. **Dyna Mig, Stratford, Ontario**  
Production Associate ( January 2018 to May 2018)  
Key responsibilities
  - 5s implementation
  - inventory control
  - assembly of parts
  - filing necessary paper works
  
7. **Protec Contractors, Hamilton, Ontario**  
Chief Estimator ( November 2017 to November 2017)  
Key Responsibilities
  - sorting through bidding site for bids
  - opening of bids
  - quantity take off using planswift
  - preparing estimates
  - closing of bids
  
8. **Treehouse Foods, Kitchener, Ontario**  
Sheeter Operator (September 2016 to October 2017)  
Key Responsibilities:
  - Operate and monitor the sheeter and conveyor system
  - Perform quality checks on products
  - Ensuring efficient flow of product through production process
  - Completing all necessary paper work

9. Zehrs Market, Cambridge, Ontario

Service Clerk (part time) (April 2016-September 2016)

Key Responsibilities:

- Assist customers with their shopping
- Stacking and refill of items on stack
- Providing assistance to customer whenever demanded
- Customer service

10. Forstech Nigeria Limited

Site Quantity Surveyor (IT) (July 2010 – January 2011)

Site: New SSANU Building, Yaba College Of Technology, Yaba, Lagos.

Key Responsibilities:

- Supervision of work on site.
- Re measurement and correction of Bill of Quantities.
- Ensuring correct mix of concrete was used.
- Organizing of site meetings.
- Assisting in taking inventory of materials

11. Federal Government Girls College, Ipetumodu (NYSC)

Teacher (August 2014 – July 2015)

Key Responsibilities:

- Teaching mathematics and further mathematics to JS 1, JS 2 and SS 2 students.
- Organizing AUTOCAD training for the technical departmental staff.
- Organizing AUTOCAD and Computer training for interested corp members

**PARTICIPATION IN ON CAMP CONSTRUCTION TRAINING UNDER THE SKILLS ACQUISITION AND ENTERPRENEURSHIP DEVELOPMENT PROGRAMME**

- 2014 National Youth Service Corp Orientation camp, Ede, Osun state.

**ACADEMIC QUALIFICATION**

- 2017 OGC Business Foundations  
Conestoga College, Ontario, Canada
- 2016 PGC Construction Project Management  
Conestoga College, Ontario, Canada
- 2013 B. Sc. Quantity Surveying (Second Class lower)  
University of Lagos (UNILAG).
- 2007 West African Senior School Certification Examination.  
Command Day Secondary School, Ojo (CDSS).
- 2001 First School Leaving Certificate (FSLC)  
Time and Tide Internaional School (TTIS).

## ACHIEVEMENTS

- 2013 2<sup>ND</sup> Position in final year Inter-Departmental and Inter-Faculty debate
- 2014 Secretary Nigerian Christian Corper's fellowship Ife North
- 2016 Member, Project Management Institute (PMI)
- 2020 Associate, Canadian Institute of Quantity Surveyor (CIQS)

## PERSONAL INFORMATION

- Date of Birth 12<sup>th</sup> April, 1990.
- Marital Status Single.
- State of Origin Lagos State.
- Local Government Area Ikorodu.
- Gender Male.

## HOBBIES

- Reading and Writing, Thinking and Motivational Speaking.

## REFERENCES

- Available upon request