

DARRYL WINDHAM

Project Planning Engineer

+1 (555) 123-4567

darryl.windham@email.com

New York, NY



PROFESSIONAL SUMMARY

Experienced Project Planning Engineer with expertise in managing large-scale infrastructure projects. Proficient in scheduling, cost estimation, and resource management. Skilled in working with cross-functional teams to ensure timely project delivery within budget.

EDUCATION

Bachelor of Science in Civil Engineering

University of New York, NY
Graduated: May 2015

Certifications

- Primavera P6 Advanced Certification | Project Management Institute | 2019
- Construction Risk Management Certification | Construction Institute | 2017

SKILLS

- | | |
|---|--------|
| Project Scheduling (Primavera P6, MS Project) | Expert |
| Resource Allocation and Management | Expert |
| Risk Assessment and Mitigation | Expert |
| Budgeting and Cost Control | Expert |
| Critical Path Method (CPM) | Expert |
| Construction Project Management | Expert |
| Contract Negotiation | Expert |
| Stakeholder Communication | Expert |
| Engineering Design Coordination | Expert |
| Data Analysis and Reporting | Expert |

EXPERIENCE

- 2018 - Now

Project Planning Engineer

Construction Inc. / New York, NY

 - Manage and coordinate the scheduling for a \$50M highway construction project, ensuring all phases were completed on time and within budget.
 - Work closely with the design and engineering teams to develop accurate project timelines and allocate resources efficiently across various departments.
 - Utilize Primavera P6 to track project progress, updated schedules weekly, and identified potential delays early, implementing corrective actions to stay on track.
 - Prepare detailed project reports for stakeholders, presenting key performance indicators, milestones, and risk assessments to ensure transparency and alignment with project goals.
- 2015 - 2017

Assistant Project Planner

Greenfield Construction Co. / New York, NY

 - Assisted in the planning and scheduling of a multi-million-dollar urban development project, ensuring the alignment of resources and timelines with project milestones.
 - Conducted regular project progress meetings, identifying potential risks and proposing solutions to mitigate delays and minimize cost overruns.
 - Developed cost estimates, monitored project expenses, and ensured alignment with the approved budget, reducing excess costs by 10%.

PROFESSIONAL AFFILIATIONS

- Member, Project Management Institute (PMI) | Since 2018
- Member, American Society of Civil Engineers (ASCE) | Since 2016

