

September 4, 2020

AIA - Miami  
Suite 825  
310 SE 1 Street  
Miami, Florida 33131

To Whom It May Concern:

I am applying for the position of Senior Project Manager.

With twenty-six plus years in the industry, I have diverse experience at all levels, including planning, scheduling, MEP & FP coordinating, bidding, negotiations, and closeouts. Just as valuable are the positive relationships that I maintain with a myriad of subcontracting companies and consultants. I am assured that your position is both challenging enough to be exciting, and will fully utilize my capabilities. My resume is attached, with the details of my experience.

I look forward to speaking with you about the Senior Management position, and thank you for your consideration.

Sincerely,

*Lashford Lowe*

Lashford Lowe

# LASHFORD LOWE

Mobile: 786.232.1329

Email: ll.lowe@att.net

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## *SENIOR PROJECT MANAGER*

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### PROFILE

Project Manager with over twenty-six (26) years of extensive experience in the management of new construction and renovation projects for large corporations and commercial builders. Proven success in on-time completion of multi-million dollar projects through trade coordination, partnership development and building positive rapport with architects, engineers, vendors and clients while maintaining costs. Knowledge and experience in contract negotiations, project estimating, impending design problems, document preparation, building code and regulations, material purchasing, and site management through certification of occupancy.

### AREAS OF EXPERTISE

Team Building & Leadership

Mentorship and training of Assistant Project Managers and Project Engineers

Permitting & Building Code

Construction Planning & Scheduling

Budget Analysis

Quality Control Management

Organization & Time Management

Vendor & Materials Management

MEP Coordination

Change Order and Project Closeout Management

### PROJECT HIGHLIGHTS

- **Senior Project Manager**, Turnberry Ocean Club: \$270 million, 154 units, 54-story luxury high rise condominium, Sunny Isles Beach, FL
- **Project Manager**, Flagler II: \$70 million, 350 units, 7 story upscale rental community in Fort Lauderdale, FL
- **Project Manager**, Paraiso Bay: \$115 million, 308 units, 53 story luxury high rise condominium in Miami, FL
- **Project Manager**, Jade Ocean: \$195 million, 256 units, 52 story luxury high rise condominium in Sunny Isles Beach, FL
- **Assistant Project Manager**, Fontainebleau Hilton III: \$70 million, 286 units, 20-story condo-hotel in Miami Beach, FL
- **Assistant Project Manager**, Uptown Marina Lofts: \$54 Million, 227 units, 11-story modern loft-style condo in Aventura, FL

## **Professional Experience**

**WOOLEMS Luxury Builders – West Palm Beach, FL**

**2020 – Present**

### **Senior Project Manager**

**Luxury Home Construction** - Responsible for overall project planning & resource allocation, Coordination of trades, permitting and closeouts, Timely & effective communication with subcontractors and identifying possible elements which may impede progress of the project, Site visits of all active projects, maintaining clear line of communication with Superintendent and Client.

**TURNBERRY CONSTRUCTION – Aventura, FL**

**2018 – 2020**

### **Project Manager**

**High Rise and Hotel Construction & Renovation** – Prepared project document reviews, bidding, negotiations, sub-contractor selection, writing of scopes, preparing contracts, scheduling, material purchasing, cost control, securing building permits, change order management, quality control and TCO.

**MORGAN GROUP CONSTRUCTION – Houston, Texas**

**2016 – 2017**

### **Project Manager**

**Upscale Urban Multifamily Rental Community** – Overseeing performance of all trade contractors, monitoring project cost & job cost report, reviewing and approving pay requisitions, reviewing plans & working with permitting consultant to obtain permits, coordinating with Project Superintendent in development of schedule & project site logistics plan.

**PLAZA CONSTRUCTION – Miami, Florida**

**2013 – 2016**

### **Project Manager/ MEP Coordinator**

**Luxury Mid & High-Rise Condominiums** – Managed bidding, negotiations, held weekly MEP coordination meeting, sub-contractor selection, writing of Trade Analysis, preparing contracts, scheduling, document review & processing, change order management & quality control. Mentored & trained Assistant Project Managers and Project Engineers.

**WOOLEMS, INC. – West Palm Beach, Florida**

**2011 – 2013**

### **Project Manager**

**Renovation of an occupied Historic Hotel** - Prepared project document reviews, project development, bidding, negotiations, sub-contractor selection, writing of scopes, preparing contracts, scheduling, material purchasing, cost control, securing building permits, change order management & quality control.

**COSCAN CONSTRUCTION - Fort Lauderdale, Florida**

**2000 – 2009**

**Project Manager/ Assistant Project Manager**

Planned, organized and managed multi-million dollar luxury high-rise construction projects across South Florida. Prepared project document reviews, project development, bidding, negotiations, sub-contractor selection, writing of scopes, preparing contracts, scheduling, material purchasing, cost control, securing building permits, change order management, quality control, certification of occupancy and project closeout.

**ROBERT M. SWEDROE ARCHITECTS, Miami Beach, Florida**

**1999-2000**

**Intermediate Architect – Luxury High-rise Condominiums and Residential**

Prepared schematic, design development and construction documents for luxury high-rise condo and other residential projects.

- Responded to RFI's and issued field sketches throughout Construction Administration phase.
- Coordinated with Project Managers & Principal in Charge for smooth execution of project.
- Coordinated material identification and specifications with Specification Writers

**PERKINS EASTMAN ARCHITECT, P.C., New York, New York**

**1995-1999**

**Jr. Architect – Education, Housing, Healthcare, Senior Living, Corporate Interiors, Cultural Institutions, Public Sector Facilities, Retail, Office Buildings, Large Scale Planning and Urban Design**

Work included design, presentation and working drawings for the health and governmental business sector.

- Prepared documents from schematic design through construction design.
- Researched site restrictions such as zoning, easements and utilities.
- Responded to RFI'S and issuing Bulletins.
- Attended coordination and progress meetings.
- Prepared presentation drawings and models.
- Assisted with checking and circulating shop drawings to consultants.

**EDUCATION and CERTIFICATION**

BACHELOR of ARCHITECTURE

**Pratt Institute, New York**

State of Florida Certified General Contractor – CGC1518929

Board Eligible Architect

Registered with NCARB (National Council of Architectural Review Boards)

Associate Member of the AIA (American Institute of Architects)

References available upon request