**CURRICULUM VITAE – PAUL A.D.GARDNER**

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**Personal Details\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Paul Alexander David Gardner Tel: 01524 771633 / 07515 560402

41 Lythe Fell Avenue Email: paul-gardner@live.co.uk

Halton

Lancaster

La1 6nj

Date of Birth: 24 July 1977

Marital Status: Married, no children

Nationality: British

Driving Status: Full license – since 1997

**Education History\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

* Manchester Metropolitan University, 1998-2001
* Lancaster & Morecambe College, Lancaster, 1995-97
* Morecambe High School, Morecambe, Lancashire, 1989-95

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**Academic**:

* BSc (Hons) Sports,Coaching & Exercise Science, Manchester Metropolitan University, 2001
* BTEC National Diploma – Sports Science, 1997
* GCSE - 8 Passes including English and Mathematics, 1993

**Professional**:

* NVQ Level 4 – Construction Site Management, May 2007
* Holder of Construction Site Managers’ Card (to 2012) under Construction Skills Certification Scheme covering: Residential, Site Management and Industrial Accreditation.(CSCS)
* Site Manager Safety Training Scheme 2015

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**Employment History\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

October 2016 to Present

**STORY HOMES**

* Management of a busy construction site, consistently meeting strict completion deadlines whilst enforcing all aspects of Health and Safety to a high standard.
* Managing a large work force made up of both permanent staff and sub contractors. This includes deciding on manpower required, organisation of work force to ensure that priority tasks were dealt with foremost, whilst ensuring all other duties were still being accomplished within specified timescales.
* Completing units within a strict timescale whilst ensuring they are of high standard and meet NHBC requirements. This includes all aspects necessary for the completion of domestic units from start to finish.
* Ensure the Site meets 5 Star HBF Status
* Decision making, this includes what materials to use, technical problem solving and staffing issues.
* Liaising with people of all levels, including: customers, sales, subcontractors and higher management.
* Helping installation teams with surveying and choices including, kitchen, bathroom and bedrooms.
* Weekly reporting to head office and higher management.
* Ordering and control of stock.
* General site planning, traffic management and storage areas, welfare, using CDM.
* Inspecting Scaffolds, Plant and Fall Arrest Systems
* Ensuring Customer care issues are dealt with promptly and properly

April 2015 to October 2016

**PERSIMMON HOMES LANCASHIRE** – **SITE MANAGER**

As above Site Managers Duties

November 2014 –April 2015

**JONES HOMES – SITE MANAGER**

As above Site Managers Duties

August 2011- November 2014

**PERSIMMON HOMES LANCASHIRE – SITE MANAGER**

As Above Site Manager Duties

August 2009 - August 2011

**PERSIMMON HOMES LANCASHIRE – ASSISTANT SITE MANAGER**

* As above but assisting a site manager

September 2008 – August 2009

**LANCASTER CITY COUNCIL – HOUSING STANDARDS OFFICER**

* Working within the private rented sector to ensure properties were to the standard set out within the government guidelines (HHSRS)
* Working closely with the general public
* Surveying property and creating schedules of works for landlords to complete.
* Inspecting works once completed to ensure it was carried out to the correct standard.
* Sending enforcement notices if the landlord did not comply with notice of works.

August 2008 – September 2008

**CARLISLE HOUSING ASSOCIATION – BUILDING SURVEYOR (Temporary)**

* Surveying ‘void’ properties to make improvements to Decent Home Standards.
* Pricing up the work necessary to make a house meet required standards. Including windows, doors, kitchens and bathrooms.
* Working with the Housing Health and Safety Rating System.
* Liaising with clients regarding work to be done.
* Liaising with specialist contractors for the removal of Asbestos and other harmful materials.
* Logging information onto a housing database

November 2004 – August 2008:

PERSIMMON HOMES LANCASHIRE – ACTING/ASSISTANT SITE MANAGER

September 2002 - November 2004:

IOMART INTERNET LIMITED, Lancaster - ACCOUNT MANAGER

August 2001 - September 2002:

M. GARDNER PLASTERING & TILING - CONSTRUCTION OPERATIVE

July 1997 - September 1997:

FADS HOME DECORATING, Morecambe, Lancs - SITE LABOURER

July 1996 - September 1996

REEBOK DISTRIBUTION CENTRE - WAREHOUSE ASSISTANT

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 **Occupational Training Experience**

**Construction**

CISRS -Scaffold inspection Expiry 2018

CPCS – Competent Operator – Expiry June 2018

CSCS – Black Supervisor – Residential Site Manager Industry Accreditation – Expiry 2017

Persimmon Homes: Construction Design Management for Site Managers

Water Industry Approved Plumber (WIAP)- Expiry March 2017

**Housing Standards and Surveying**

Housing Health and Safety Rating System Training 2 Day 2009

Managing Investigation Training - 2009

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**Personal Interests\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

Music: Play guitar as a hobby

Sport: Sailing on Lake Windermere, Badminton and football

**References**

**Michael Lavelle –** Former Construction Director – Persimmon Homes Lancashire

Now employed by Oakmere Homes, Helm Bank, Natland, LA9 7PS – 07939 269004

**Kevin Crossland** – Contracts Manager – Persimmon Homes Lancashire Ltd, Lancaster Business Park, Caton Road, Lancaster, LA1 3RQ - 07801794571

**Harry Gregson** – Site Manager – Persimmon Homes Lancashire Ltd

28A Crag Bank Road, Crag Bank, Carnforth, LA5 9EH – 07981 074327/01524 735285

**Projects**

Persimmon Homes - **Harbour Village Phase 1** – 85 Houses – Project included 8 River Front Properties 5 and 6 bed with Balconies mixed with 3 and 4 bed detached and semi detached.

Persimmon Homes – **Pear Tree Gardens**, Bamber Bridge- 209 Houses – 3, 4 and 5 bed detached, semi detached and terraced including a percentage of Housing Association.

Persimmon Homes – **Victoria Park**, Ulverston, 32 Houses and a Stone Built 3 story Apartment Block.

Persimmon Homes – **Sefton Mill**, Sefton, Liverpool, 52 Houses including 3,4 and 5 bed detached and terrace units.