

Iain Davie

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Professional Profile

Highly motivated Construction Graduate working to establish himself within the UK construction industry with the goal of becoming a fully qualified site-manager with the skills and experience to lead residential projects to a successful delivery. Possesses excellent communication skills, with the ability to form clear communication lines through formal processes with all internal and external stakeholders in order to maintain and develop key relationships. Adept problem solver with the ability to think logically under pressure, which ensures an effective and flexible response to the changing needs of the project.

Education

B.Sc. (Hons) Construction Project Management:

Awarded 2:1, Heriot-watt University (**RICS & CIOB Accredited Degree**) (2010-2014)

HNC Engineering Systems:

Awarded B, Edinburgh College (2009-2010)

NC Electrical Engineering:

Edinburgh College (2007-2008)

9 Standard Grade Qualifications:

(Including Maths and English): Ross High School (2004-2007)

Academic awards

HAYS Prize - Construction Management and Surveying: November 2013, awarded by Hays Scotland

Research Experience

Research Dissertation:

“The Critical Factors Impacting the Effectiveness of ADR Methods During a Late Payment Dispute for SME’s in the Scottish Construction Industry.”

The research highlighted keys factors relating to contract, legislation, factors internal to SME’s and also internal to each ADR method researched. Findings were then used to create a framework allowing SME’s to select the most suitable ADR method to meet their specific needs in terms of time, cost, preservation of relationships, and the binding nature of the agreement. (Grade achieved: **B - 65%**)

Security clearance & licenses

- White CSCS - Academically qualified persons card.
- Holds full UK drivers license with access to a car.
- Holds full UK SC security clearance.

Training and development courses

Introduction to Project Controls – Delivered by 2020 Project Management

(Engineering Construction Industry Training Board Accredited Course) (19/02/16)

Experience

JFD (James Fisher and Son's Group Company)

2015 - 2017

Graduate Project Manager

Inchinnan Business Park, Cartside Avenue, Renfrew, PA4 9RW

As part of my role at JFD I have managed numerous marine projects serving military and commercial markets. Projects include the design and build of a military dive chamber and built-in breathing system equipment for a major non-NATO ally. Other projects include the generation of a design submission for third party approval for one of the UK's leading renewable energy suppliers. Other aspects of my role included the planning and management of training and commissioning works taking place out of country in order to meet Harbour Acceptance Test requirements specified under contract.

Responsibilities:

- Autonomously coordinating multi-disciplined teams of engineers, working to tight deadlines in order to meet JFD's contractual requirements whilst simultaneously managing the client relationship.
- Autonomously and confidently holding design reviews with the client, managing scope and quality with successful outcomes.
- Management of quality to ensure that contractual requirements are achieved through the use of effective engineering change processes.
- Production of project documentation such as Project Management Plans, Risk Assessments, Organisational break-down structures, work breakdown structures and project schedules.
- Liaising closely with a number of functional departments setting work tasks and identifying and communicating resource requirements to Heads of Departments within Quality Health Safety & Environment, Procurement, Commercial, Engineering, Project Controls, Accounts and Production in order to meet project requirements.
- Monthly/weekly forecasting for reporting at executive level, implementing control measures in the event of deviations from planned standards.
- Production of weekly and monthly reports, confidently presenting project information at Managing Director level.
- Managing Variation Order and Variation Order Request process.
- Ensure clear communication lines laterally between functional departments and vertically between TPS and ESS levels.
- Managing subcontractors out of country.
- Overseeing test and acceptance: Factory acceptance test, Harbour acceptance test, Sea Acceptance Test and Electromagnetic compatibility requirements under contract.

Part-time Site Management Intern

Macmerry Industrial Estate,
Tranent, EH33 1ET

Responsibilities:

Assisted the Site Manager in the following tasks:

- The production of weekly MS project schedules.
- Review of resources onsite in order to ensure efficient progress of daily works.
- Scaffold inspection.
- Ensure that the site was kept clean and tidy to ensure safe operations.

Scottish Widows**2014-2015*****Full time Customer Service Adviser***

15, Dalkeith Road, Edinburgh, EH16 5BU
(Tel: 0845 767 8910)

Responsibilities:

- Required to receive incoming calls in the pension department, providing customers with information on accounts and pension schemes they hold.
- Providing solutions to client's problems in a professional and timely manner giving maximum customer satisfaction. The role also requires me to handle and manage sensitive financial data.

Ace of Cards Two**2008-2014
& 2017-2018*****Retail Assistant***

Winton Place Tranent, East Lothian, EH33 1AF (Tel: 07752428078)

Responsibilities:

- continually succeeded to meet deadlines, have worked with daily cash and card handling skills. Ensuring that the tills balanced up at the end of the day. Stock management and ordering in supplies. Processing payments.
- Responsible for 2017/18 close-out of business including selling off excess stock & management of property lease

Accent Market Research:**2010*****Phone Interviewer***

4 Hanover Street, Edinburgh, EH2 2EN (Tel: 0131 220 2550)

Responsibilities:

Talked to respondents daily via telephone to gain an insight into the values of customers for insurance companies and utility providers. This position required me to use my interpersonal skills to tactfully collect sensitive data whilst ensuring that daily quotas were achieved.

Affiliations/Memberships

CMS Society Member
Heriot Watt School of the Built Environment
2010-2014

Interests

Road Cycling
Long Distance Running (Edinburgh Marathon, Loch Ness Marathon)
Avid gym goer
Dog walking