**Calum Hamilton**

Manchester

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Profile

Commercially astute and reliable Supervisor with extensive experience within the construction sector, underpinned by the need for health and safety, customer satisfaction and continuous improvement. Excellent ability to manage multiple tasks against non-negotiable deadlines whilst maintaining close attention to detail and adherence to best practices within regulated/audited environments. An adept facility for making commercial decisions, intuitively and efficiently, in line with short-, mid-, and long-term organisational objectives.

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| Core Competencies |  |  |  |  |
| − Client Service Excellence | − | Collaborative Team Member | − | Target Driven |
| − Health & Safety Conscientious | − | Attention to Detail | − | Solution Focused Mindset |
| − Routine Inspections  − Organised & Methodical | − − | Risk Assessment  Project Management | − − | SSSTS Qualified  SMSTS Qualified |
| Career Summary |  |  |  |  |

Excavator Operator | Flannery Plant Hire Ltd | May 2022 – Present

* Operating various size machines, digging trenches, installing emergency refuge areas, and installing deep drainage 150mm – 800mm pipes and relevant manholes/vortex chambers on the M6 smart motorway.

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| − | Maintained accurate daily records including site diary, material delivery and other internal documents, in submission to the Plant Manager. |
| − | Adhered to health and safety, environmental and industrial relation procedures, which comply with the project. |
| − | Worked in accordance with project timeframes to reduce incident related congestion and improve the journey time for road users. |

Supervisor |Cheltenham Green Civils| March 2020 – May 2022

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| − | Reporting to the Contractors Manager and Director and responsible for assisting in the day-to-day operations of a high footfall construction site, Eskbank in Skelmersdale and Oldham digging piles & caps for the footings on a council compound. |
| − | Assign tasks to the appropriate team members based on their strengths and skill set, whilst ensuring each member has the tools, they need to meet project milestones. |
| − | Analyse, investigate and resolve a wide range of system issues, this includes health and safety violations, layouts, delays in receiving materials, risk assessments and unexpected extra costs. |
| − | Taking part in regular meetings with the Director Contractors Managers and HSE to discuss and explore initiatives capable of improving business and building standards. |
| − | Initiate, build and nurture long term client relationships to gain an in depth understanding of their unique business requirements. |
| − | Act as a trusted advisor to a portfolio of key accounts, networking at all hierarchies of the organisation to fully exploit every opportunity. |
| − | Oversee the training and development of colleagues by managing their workload, conducting regular performance reviews, providing positive recognition for great performance and constructive feedback and support when performances are not meeting expectations. |

Key Achievements

− Successfully completed a large civil project on time after joining it whilst it was three weeks behind schedule.

− Collaborating with another supervisor to oversee a team of ten whilst completing the following projects: Well Meadow, Sheffield – high-rise apartments currently doing deep drainage package foul and surface water with a live road sewer connection. Leonardo Hotel, Manchester city centre - Full drainage packages with sewer connection. Finishing works are also taking place, including block paving around the hotel.

Supervisor| West Shield | 2019 - 2020

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| − | Reported to the Foreman and responsible for block paving the pavement on a new build housing site in Wythenshawe. |
| − | Adhered to health and safety, environmental and industrial relation procedures, which complied with the project. |
| − | Prepared and applied for block paving, slab laying, bricklaying, tarmacking, turf laying, wood fencing and drainage. |
| − | Worked in a variety of fast-paced roles with constant shifting priorities requiring an agile skillset, making me adaptable and fluid in all situations. |
| − | Regular duties include measuring and making materials, using heavy tools (disk cutters, cement mixers, plate compactors and demolition hammers) and driving transit vans. |
| − | Benefited from mentoring and coaching to develop existing skill set. |
| − | Participated in regular meetings with management and colleagues to discuss and explore initiatives capable of improving health & safety standards. |
| − | Joined the organisation as a Ground Worker and gained promotion to a supervisor. |

Ground Worker| Westshield Civils Ltd | November 2018 – September 2019

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| − | Reported to the Supervisor and responsible for working on a variety of projects including Manchester Airport multistorey car park and the airport runway. |
| − | Assisted with the structural framework for a four-story car park with 3800 spaces, ensuring the project was completed within the agreed time frame. |
| − | Continuously reviewed inventory levels with a view to taking corrective action, identifying, and liaising with cross-functional departments to ensure effective material planning execution expediting all inventory. |
| − | Maintained records, utilise specialised reports and document relevant information to calculate project ranks. |

Excavator Operator | Flannery Plant Hire Ltd | September 2016 – January 2018

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| − | Operated various size machines, digging trenches and reshaping batter work whilst working on the M60 loop motorway and M6 smart motorway. |
| − | Maintained accurate daily records including site diary, material delivery and other internal documents, in submission to the Plant Manager. |
| − | Adhered to health and safety, environmental and industrial relation procedures, which comply with the project. |
| − | Worked in accordance with project timeframes to reduce incident related congestion and improve the journey time for road users. |

Earlier Career History

Ground Worker| Dee Construction LTD |2015 – 2016

Worked in a small family run business and was exposed to the fundamentals of finish work, drainage and health and safety procedures. Reported to the Owner and completed all associated reports and safety check. Benefited from in house training and mentoring.

3rd Junior Clerk | Civil, Criminal and Immigration Court | 2014 – 2015

Oversaw the administrative and business activities within the barrister chambers to meet quality standards. Responsible for diary/schedule management, arranged meetings on behalf of the barrister with the instructing solicitor and client to discuss the case. Collaborated with colleagues to ensure the workload was delegated accordingly and worked towards stringent targets in line with the company’s ambitious goals. Updated all administrative functions both electronically and hard copy files to ensure access to up to the minute records for all authorised team members.

Criminal Clerk | St Johns Building | 2009 – 2014

Maintained Case Management, kept up to date with putting briefs together, stored relevant documents, cross referencing diary dates from all briefs and correspondence, stamping and putting on reference. Processed and filed all associated legal documentation in line with the Data Protection Act. Facilitated excellent customer service, in person and on the telephone, following guidance and procedures delivered through in-house training.

Qualifications and Training

NVQ Gold Card Level 3 | Present

SSSTS |2020 - Two day course

SMSTS |2022 - Five day course

CPCS 360 Excavator |2016 - Tracked and Wheeled

CPCS Dozer | 2023

NVQ Level 2 | 2016

NVQ Level 2 Business Administration| 2014

IT Skills

Microsoft Office - Word, Excel, Access, PowerPoint & Outlook| Adept at learning new software packages.

References

Available on request.

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