

Resume:
Stephen
Beleto

July 10

2015

Stephen Beleto

72060 Diane Lane

Abita Springs, Louisiana 70420

Home (985) 898-0056

Cell (985) 373-8611

Abilities

- Teach/ Employ the Geometry of Framing/Cabinetry; any Scale/Design.
- Design/ Layout / Install Foundation/ Footing Systems.
- Design/ Layout/ Build any Concrete Form System.
- Design/ Layout/ Cut Wood Floor & Wall Systems.
- Design/ Layout/ Cut Wood Stair & Roof Systems.
- Design/ Engineer/ Install Roof Truss Systems.
- Design/ Install Architectural Façades/ Affectations.
- Managed budget for all supplies, equipment, and salaries.
- Design/ Build Decks, Patios, Breezeways, Carports, Sunrooms.

Experience

1976 - 1986

Carpenter – Broadmoore Construction - Metairie, Louisiana

- Took part in the building of the Tennco Refinery
- Took part in the building of the Causeway Bridge and Overpass

1987 - 1994

Carpenter – Professional Construction – New Orleans, Louisiana

Responsibilities:

Took part in the reconstruction of the 17th Street Canal Levees

Leaderman

1994 - 1999

Carpenter – Northlake Lumber - Abita Springs, Louisiana

Responsibilities:

Estimated and created budgets for construction projects.

Managed third party contractors including safety oversight, environmental design specification compliance, and similar construction specifications and requirements.

Interfaced and communicated with client regarding project status and coordinated as required to resolve issues with site construction, procurement, and/or engineering.

Reviewed engineering designs, drawings, blueprints, and other related engineering documents to identify potential problems ahead of time and proactively implement solutions.

1999 - Present

Construction Manager – Coastal Construction L.L.C. – Mandeville, Louisiana

Manage Coastal Construction L.L.C.

Responsibilities:

Responsible for overall planning and supervision of field supervisors.

Develop monthly manpower requirements.

Monitor worker productivity.

Prepare monthly profit and lost reports.

Attend weekly project meetings with General Contractor.

Prepare monthly pay applications and change orders.

Prepare quantity takeoffs and proposals.

Review construction details.

Review shop drawings and maintain submittal records.

Write and edit correspondence for the Principal and Chief Estimator.

Collaborate with the Principal on strategic planning.

Responsible for day to day business operations.

Oversee business development and marketing.

Oversee project coordination, accounting, human resources.

Design and institute policies, processes, and systems

Education

1975

East Jefferson High School Metairie, Louisiana

Received High School Diploma

2001

80 Credit Hours of Business Management Training

Delgado Community College - New Orleans, Louisiana

Overseas ready with passport ready

References are available upon request.