

## **PROFESSIONAL EXPERIENCE**

### **CEO and Project Management Consultant, Malala Management**

2012 – Present

6 High St., Poughkeepsie, NY 12601-1921

Provided consultancy services to the following organizations:

- For-profit Consultancy
  - Michael Douglas Masonry, Inc. – Provided construction management services, including completing estimates, project planning, program set up for over 12 projects with an average value of \$100,000+ each
  - HB Construction – Provided construction project management services, including cost estimates, setup of structures for 6 projects, with an average value of \$75,000 each. This experience enabled us to make an impact on a niche market with an antique perspective on construction, which uses recyclable materials to meet local consumer demand
  - Forbes Business Solution Inc. – Leveraging our own company experience going through, consulted for client, enabling them to set up their Limited Liability Company (LLC) business structure, complete their Minority and Women-owned Business Enterprise (MWBE) Certification Program in New York State, tax property and security management, set up and routine maintenance of Quickbooks accounting system. Supported client's growth of their customer base by 25%, client's publication of a book and presentation at an industry conference, expanding their influence and visibility
  - Taxi Cab Operators in the city of Poughkeepsie – Starting engagement. City has raised fees 600% local rights to operate in the city of Poughkeepsie. Representing client in front of the city. Presenting to city government, representing business interests to government, public relations
  - On the Spot Taxi Services Inc.
  - Ultimate Taxi Inc.
  - TALC Property and Security Management

As part of the company's corporate social responsibility policy, provided consultancy to the following organizations on a pro bono basis:

- Pro-bono consultancy
  - Trinity ACS Inc. – The client is a community service department that provides food assistance to 500 families on a weekly basis. The service was previously located in the basement of the Church, using a multi-space area which was damaged due to wear and tear. I led an exploration of suitable properties, did preliminary research, checked code zone and requirements, enabling the organization to move from tax-based to non-tax-based status. I secured attorney assistance to assist toward the non-profit status. The client purchased 18,000 square feet building with 25,000+square feet of parking, negotiated down from a \$240,000 initial price tag. I upgraded it with a

\$175,000 budget. Client has occupied the building for 3-4 years and has used it as banquet hall for weddings and community efforts to maintain tax base without jeopardizing non-profit status

- Poughkeepsie Youth Connection – Completed project proposal analysis of property, including financial structure analysis, considering internal and external funding, led negotiation
- Northeastern Conference of Seventh-day Adventists, Goshan Temple in Brooklyn New York -- The Conference is a community of 170 churches, membership of 55,000 individuals. Within six weeks, through structural planning done, enabled occupancy of usage of building so that they could start holding church for an 800-strong local membership
- Hudson Valley Caribbean Gospel Promotions

**Engineering Expert Advisor and Planner, Superior Walls of the Hudson Valley Inc.**  
2011 – 2012

68 Violet Avenue, Poughkeepsie, NY 12601

- Conflict resolution – Recognized by management for unique skill interfacing with customers who escalated concerns about the services received. In doing so, protected company against legal action. Served as expert advisor and witness to legal proceedings at court cases where damages were requested for several hundred thousand dollars with favorable outcomes. In 2 projects, saved about \$250,000 in legal costs by negotiating and settling out of court, providing solutions that returned customers to satisfaction
- Generated impact to company productivity on projects by conducting analysis on weather conditions and scheduling work on dates with favorable weather conditions. Routinely saved \$1,000 - 2,000 per day on labor costs as a result
- Optimized logistics by improving delivery of materials to construction sites over a vast area encompassing several Northeastern states through a model that continues to be used today
- Amass sales contracts using appropriate software
- Analyze supervisors' daily reports
- Monthly project reports
- Conducted Site visits to ensure statutory compliance

**Camp Ranger/ Superintendent, Northeastern Conference of Seventh-Day Adventist (Camp Victory Lake)**

2006 - 2011

297 Crum Elbow Road, Hyde Park, NY 12538

- Led monthly purchasing of approximately \$10,000 in water resources. Installed meters on the property, measured daily water consumption, calculated average daily usage, noticed problems early, examined the system, found leaks, repaired them. Saved organization an annual \$30,000 in water expenses with both a financial and social impact in and saving of water, contributing to the return of camp participants who had a positive feedback of camp accommodations
- Managed the repair and renovation of buildings and roadways, including a historical building requiring significant repairs. Managed a budget of \$60,000 to install new roof and



rehabilitate building so that it continues to be fully functional today. Created a platform for change in the use of the building from an abandoned to a fully functional building

- Provide project controls, scheduling analysis, construction activities;
- Coordinate and review subcontractor activities;
- Manage stakeholder and user relations at camp site;
- Provide baseline target schedules, fiscal year schedules and program schedules;
- Supervise the design and construction of physical structures;
- Manage the repair and renovation of buildings and roadways;
- Coordinate with administrators the assessments of all buildings and grounds;
- Ensure the completion of projects within time and budget;
- Implement and maintain facility standards to ACA standards, as well as Federal, State and local municipality codes; and
- Attend related conferences and meetings, including Risk Management conferences, Camp Land Management conferences;

**Installation Supervisor/Foreman, Superior Walls of the Hudson Valley Inc.**

2001 - 2006

68 Violet Avenue, Poughkeepsie, New York

- Company's on-site representative;
- Installation Supervisor
- Conduct inspections to ensure that finished products meet acceptable tolerances and warranty requirements.

**Owner & Manager, Civil Construction Limited**

1988 - 2001

Kingstown, St. Vincent and the Grenadines

- Managed a privately-owned construction company, which built 7 bridges connecting important parts of the islands. Expanded single-lane roads to two-lane traffic. Added sidewalks enabling pedestrian traffic on a mountainous topography with scarce flatlands that continue to be in existence 25 years later
- Resolved challenges with problem soil, in which water sprang continually. Used a different design of construction, spreading foundation right across instead of a traditional foundation, demonstrating innovation in construction. Foundation continues to be fully functional today since its construction in 1989
- Built a new \$1 M development that provided infrastructure for residential. Built roads, brought water supply to each residential lot
- Interpreted and directed workers according to Architectural and Engineering drawings
- Managed stakeholder relationships with clients, engineers, architects and other professionals that were required on a just-in-time basis
- Ensured effective and efficient work scheduling
- Managed finances and budgetary matters for each project
- Tendered competitive bids for prospective work
- Facilitated sponsorship of cultural and sporting organizations within the community