

2037 BOWLER DRIVE • SURREY BC
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VINCE TYTLER

SUMMARY OF EMPLOYMENT EXPERIENCE

Construction and Project Manager Consultant

May 2018 to Present, Wm. Tytler Construction

- Working with customers to develop and implement Project Management systems for small to mid-size construction and safety response companies
- Passionately working for customers to deliver the best possible outcome

Construction and Project Manager

February 2017 to May 2018, Molson Coors Fraser Valley Brewery Project, Chilliwack BC

- Project Management Team for the Molson Coors Brewery Project in Chilliwack BC
- Onsite supervision and reporting of construction activities schedule attainment
- Maintaining a Non-conformance report log and ensuring closure on NCR issues
- Reporting opportunities for improvements on all daily and future tasks
- Coordination and liaison between module leads, engineering, design
- Coordination and planning with owner supplied equipment contractors and Base Building General Contractor
- Design review and liaison specifically in relation to construction activities
- Resolutions of any issues that would delay construction progress onsite
- Schedule review and reporting of onsite activities on schedule attainment
- Schedule and site progress reporting
- Review and coordinated owners and contractors change orders
- Reviewing and ensuring safety programs and legislative requirements are adhered to and followed

Manager, Construction Projects

December 2015 to January 2017, Sobeys

- Acted on the owner's representative with the various internal and external stake holders

- Managed multiple projects ranging value from \$450K to \$12M Projects comprised of TI of operating grocery stores and new builds / redevelopments.
- Assisted with the project definition and scope under the direction of the Sobeys Project Director and National Project Leadership.
- Acted as the local primary point of contact, to trouble shoot and direct local General Contractor's, sub contractors, consultants and engineers
- Managed Change Orders due to national design changes and local operational requests.
- Provided local and National Leadership with weekly reports on the project status and financial performance to date and estimative at completion
- Liaised with local operational leadership to ensure local stake holders were informed and participated in decisions to create a collaborative relationship and successful build program
Preparing the site and coordinating with other construction professionals such as architects, engineers, buyers, estimators and surveyors before construction work starts
- Developing the program of work and strategy for ensuring a projects success
- Planning ahead to prevent problems on site before they occur, for example, planning the delivery and storage of equipment and materials
- Responsible to ensure adherence to all Health, Safety and environmental regulations.

Project Manager

May 2011 – December 2015, Whitewater West Industries, Richmond BC

- Acted as the customers prime point of contact through out the operational phase of the projects lifespan and beyond
- Managed multiple projects located in North America Europe, Asia and Australia. Individual projects valued up to 1.5 M, typically managed up to 12M of total value of projects at one time
- Managed and oversees multiple projects concurrently from procurement stage through to commissioning and hand over to the customer
- Responsible for the preparation, reviewing approving and managing the project paperwork including budgets, invoicing, payments to subcontractors, LEEDS Documentation and all other paper work required through the project lifespan
- Assist sales and estimating personnel develop bids and participate in pre contract meetings with stakeholders
- Monitored and Managed the Field Construction Supervisor activities on the jobsite
- Updated Senior Executives on project progress and status
- Focus on maintaining and exceeding the companies KPI objectives of Budget, schedule and customer satisfaction
- Focused on building positive customer relationships

Support Coordinator

May 2003 – May 2011, Director Casualty Support Management, Operational Stress Injury Social Support Program, Government of Canada, Vancouver BC

- Managed a active case load of up to 25 injured soldiers and veterans
- Connect injured Soldiers and Veterans to programs and services
- Refer individuals to health care providers and programs
- Assist individuals in obtaining services from The Department of National Defense and Veterans Affairs Canada
- Provide briefings and information sessions for local stakeholders
Provide briefings and information sessions for Soldiers, Veterans and Stakeholders
- Brief Senior National Managers on how current programs and policies are affecting consumers
- Influence and advocate change for national policies affecting Injured soldiers and Veterans

Project Manager

December 2000-May 2003, Zero-Loc Enterprises, Richmond BC

- Managed all service and material orders valued at approximately 11 million dollars a year.
- Initiated and Administering weekly operations meeting that coordinated manufacturing, logistics, drafting and administration
- Initiated the policy that I was to be the customers point of contact for all costumer orders
- Managing construction projects from start to finish according to schedule, specifications and budget
- Managed change orders for items outside the scope of work including pricing and scheduling in relation to the scope of work
- Managed all customer orders from receipt of order to final inspection ensuring customer satisfaction
- Preparing and submitting construction project budget estimates and change orders
- Planning and preparing construction schedules and monitor all progress
- Preparing activity and progress reports for Zero-loc Management and stakeholders
- Hiring and supervising the activities of subcontractors and subordinate staff
- Assisting Salesmen with estimates of future Projects
- Ensuring construction site personnel adhered to all WCB regulations

Purchasing and Logistics

March 2000 – December 2000, Zero-Loc Enterprises, Richmond BC

- Purchasing inventory and materials required for the manufacturing of cold storage facilities
- Forecasting logistical and material requirements
- Sourcing of special order materials and services to meet customer needs
- Assisting the Plant Manager with inventory control
- Co-ordination project logistics including shipping of materials nationally and international via truck, sea and air cargo shipments
- Preparation of customs documents for all shipments
- Arranging of rental equipment for install crews and managing equipment rental budgets

Infantry Sergeant

1989 – 2000 Department of National Defense, Vancouver BC & Former Yugoslavia (1992)

- Training and developing soldiers and junior leaders
- Advising superiors on matters of training, safety, logistics
- Managed military equipment and supplies valued at over 10 million dollars
- Quarterly stock checks , inventory control, and maintenance of all equipment and vehicles
- Purchasing of non-military supplies
- Coordinating with outside organizations
- Instructing Military leadership and recruit courses

EDUCATION

University of British Columbia, Project Management Process Certificate Program

SUMMARY OF QUALIFICATIONS AND SKILLS

- Budgeting and estimating skills
- Blueprint reading
- Extensive experience with training and developing subordinates
- Contract negotiations
- Occupational first aid Level 3
- Military Leadership and Instructional courses

- Self-motivated, organized, and efficient
- Creative thinking
- Focused on Customer service and building relationships with internal and external partners
- Experienced with Windows operating systems, Procore, MS Word, MS Excel, MS Project, Power Point and Visual Manufacturing