

## JOHN WATSON LEY

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### RESIDENTIAL MULTIFAMILY CONSTRUCTION PROJECT MANAGER

Accomplished career in residential building design, development, and project management for new construction, remodels, renovations, and additions. In-depth experience with building specs, construction administration, scheduling, design standards, facility due diligence, permitting, prototype design and development, space planning, and financial management. BPI certified with expertise in energy reduction, conservation and thermal energy modeling (TREAT). Consistent record of delivering even the most challenging projects on-time and within established budgets. Talented at developing positive, service-oriented partner relationships with builders, owners, architects, engineers, and designers. Characterized as organized, detail oriented, highly professional and possessing unparalleled perseverance.

### CORE COMPETENCIES

- Construction Management
- Subcontractor/Vendor Supervision
- Client Relationships
- Team Leadership
- BPI Certified
- Project Bidding & Work Scope
- Job Scheduling
- Logistics Planning
- Architectural Design
- Resource Allocation
- Budgeting
- Inspection Reporting
- Contract Administration
- OSHA Compliance
- Microsoft Office Suite

### PROFESSIONAL EXPERIENCE

**REGIONAL ECONOMIC COMMUNITY ACTION PROGRAM (RECAP), Orange County, NY** **2016 – 2018**

#### Director of Energy Conservation

Oversaw administration of the Department of Energy WAP and NYSERDA Empower Energy Conservation programs for two counties in New York state. Managed team of ten office and crew members on single family and multi-family projects.

- Met unit target of 85 home improvement projects first year in job, target doubled in second year.
- Ensured compliance with BPI procedures, state agency protocol, local code, and OSHA.
- Managed adherence to accounting protocols including monthly expenditure and budgets, inventory, payroll, purchase orders and invoices.
- Developed monthly production reports for RECAP and NY state agencies
- Conducted multi-family thermal energy modeling (TREAT) and reviewed single family modeling (TIPS).
- Engaged in monthly production meetings/reviews with grantee area representative, as well as monthly IT meetings with grantee technical representative.
- Arranged and attended regular staff training and technical webinars.

**NY CONSTRUCTION PROS / BPI 'GOLDSTAR' CONTRACTOR, Dutchess County, NY** **2013 – 2016**

#### Energy Auditor and Office Administrator

Oversaw all business management, planning, and assessment for home improvement projects. Acted as key liaison between sales and office staff. Managed two members of staff.

- Analyzed field auditor's TREAT reports.
- Developed and submitted energy improvement proposals and project documents to NYSERDA (New York State Energy Research and Development Authority).
- Handled all related administration of HPwES (Home Performance with ENERGY STAR) projects including issue of contract, credit applications, and work specifications.
- Attended CRT webinars and implemented new protocols within company.
- Handled occasional field energy audits; project test-outs and final results uploads.

**JOHN WATSON LEY ASSOCIATES, LTD, Oxted, Surrey, UK** **1999 – 2012**

#### Designer and Founder ([www.jwlassoc.co.uk](http://www.jwlassoc.co.uk))

Provided design and construction services for commercial and private clients in London and surrounding counties. Handled all marketing, sales, customer service, contract administration and financial management for firm.

- Concurrently managed the design and construction oversight of residential extensions, new houses, and full residential renovations in various phases of development. Achieved 93% approval of town planning applications.
- Developed hand sketched designs, managed planning committee and builder submissions for estimates. Managed all pre-construction facility planning, design, value engineering permits.
- Conducted surveys and final planning drawings, determined specifications of materials, and developed work scope.
- Held regular site meetings with building team, consultant engineers, and other project staff.
- Oversaw site supervision, inspections, and valuation reports.

**THE CHELSEA SCHOOL OF ART (DALI LONDON INSTITUTE), London, UK**

**1999 – 2001**

**Tutor – Part-time**

Taught Freehand Drawing for Designers, a professional development class in conceptual freehand sketching for graduates and practicing designers.

**CAPITAL INTERIORS, LTD, London, UK**

**1998 – 1999**

**Interior Designer, Freelance**

Developed surveys, concept design and detail drawings for projects in London and the Middle East. Created and wrote project documentation and contract instructions. Coached junior staff.

**GROSVENOR INTERIORS, London, UK**

**1992 – 1998**

**Business Partner and Interior Designer**

Provided high quality design and build service for high net-worth residential clients and commercial clients in London and surrounding counties, the Island of Jersey, and California. Managed all aspects of client service and business management including:

- Conducting surveys and developing freehand and orthographic concept project drawings and working details.
- Developing and presenting final client proposals.
- Supervising and directing all aspects of design projects and staff.
- Managing specifications and documentation.
- Developing and managing budgets and financial controls.
- Approval of subcontractor's drawings and contract administration.

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**EDUCATION & CREDENTIALS**

**BUILDING PERFORMANCE INSTITUTE, SUNY, Malta, NY**

BPI, Building Analyst & Envelope, July 2013 (renewed March 2016)

**THE CHARTERED INSTITUTE OF BUILDING (CIOB), Arlington Square, Downshire Way, Bracknell, UK**

Construction Management & Technology

Membership ([www.ciob.org](http://www.ciob.org)), 2012

**METROPOLITAN UNIVERSITY, London, UK**

Bachelor of Science, Architecture 1991

**THE CHELSEA SCHOOL OF ART, London, UK**

Diploma B – TEC HNC Design 1987

Interior Design - Distinction