
Trevor J Bartol

Portfolio [LinkedIn](#)

973.525.9447. tbartol72@gmail.com

SUMMARY

- Enthusiastic and inventive Project Manager with six years of experience leading multi-dimensional projects and teams.
- Recent graduate of the University of Pennsylvania's Technical Project Management Bootcamp. An intensive program focused on project management leadership, waterfall, agile, hybrid methodologies, and project management in operations.
- Hands-on experience in the simulation of 3 SDLC projects using different methodologies and various PM software.

SKILLS

- **Skills:** Agile Methodologies, SDLC, Scrum, Business Process Improvement, Servant Leadership, Risk Analysis, Meeting Facilitation, Scope Management, Budget Management, Schedule Management, Stakeholder Management, Conflict Resolution
- **Tools and Technologies:** Jira, Confluence, Wrike, Asana, Procore, Trello, Basecamp, Microsoft Office, G Suite

EDUCATION

- **University of Penn**, LPS Technical Project Management, 2022
- **Rutgers University**, B.S. in Management and Labor Relations, 2015

CERTIFICATIONS

- **PSM-1**, Scrum.org (Feb, 2022)
- **PMP**, Project Management Institution (In Progress, 2022)

PROJECTS

- ***The Purrfect Brew website development project (TPM Bootcamp)***
 - Led a team of developers that designed, created, and tested a new website for a customer using Scrum methodologies.
 - Facilitated meetings with developers and key stakeholders to coordinate change orders and backlog updates.
- ***MTA East Side Access, Grand Central Station, NYC***
 - Led a team of carpenters 15 stories underneath Grand Central, to design and install steel supports for the new subway station addition over the course of 2 years.
 - Responsible for \$8.5 million dollar budget, and facilitating construction teams of up to 20 members
 - Main point of contact and facilitator between construction team, MTA, and governor's office of NYC.

PROFESSIONAL EXPERIENCE

Project Manager, The Mezzanine Company - *Gillette, NJ. Nov 2020 - Present*

- Project managed all mezzanine installations and logistics of materials in North America for clients including Lockheed Martin, Alexis Aerospace, Costco, and many more.
- Review and approve contract documents, oversee contractor selection and bid process, supervise construction, coordinate all trades, develop schedules, manage budgets, and lead vendors during all phases of projects.

Project Manager, Unistrut Construction International - *Hillsborough, NJ. Dec 2018 - Nov 2020*

- Prepared contract documents by reviewing proposals, drawings, inclusions, and exclusions.
- Created RFI's with engineers for all projects. Developed weekly, monthly and forecasts.
- Responsible for all project duties during the East Side Access project, a \$8 million dollar project.

Project Manager, Impact Storefront Designs - *Fairfield, NJ. May 2018 - Dec 2018*

- Oversaw and negotiated all material purchases to the confounds of budgeted resources.
- Collaborated with General Contractors and architects to review plans, scheduling, and product approvals.
- Led the installation team of carpenters and glaziers to ensure installation to specs.

Project Manager, RSM Maintenance - *Paramus, NJ. June 2016-May 2018.*

- Defined project scopes, objectives, staffing, resources and deliverables.
- Managed vendor relationships including negotiating and controlling contacts.
- Owned the timely invoicing of 300-400 jobs per month and meeting monthly sales goal and profit margins.