



Jordan Hilburn - Field Engineer

EMPLOYMENT WRL General Contractors, Ltd.

2017 - Present Field Engineer

EDUCATION Texas A&M University

B.S. in Construction Science, 2017

CURRENT PROJECT Procure Engineer on all projects in progress: updating RFI's, cost proposals and bulletins, creating submittal logs, reviewing submittals

PREVIOUS WORK HISTORY

2016 **Brasfield and Gorrie General Contractors**, Dallas, TX (Internship: Asst. Superintendent)
Supervised and coordinated multiple subcontractors simultaneously according to plans and specs
Performed rough estimates and takeoffs using On-Screen Takeoff
Coordinated daily safety meetings

2015 **National Wholesale Supply**, Whitehouse, TX (Warehouse Employee)
Pulled and delivered orders to job sites
Checked in and inventoried UPS/FedEx freight
Customer Service at sales counter

2010 - 2015 **Morrison Supply**, Tyler, TX (Warehouse Employee)
Delivered supplies and appliances to the job site
Phone and counter sales / Customer Service Specialist
Worked full time, concurrent with education

SKILLS

- OSHA 30-hour training
- First Aid/CPR Training
- Procure, AutoCAD, Inventor
- Primavera Scheduling
- On-Screen Takeoff
- Estimating
- Microsoft Project, Revit
- Budget control