

# BRIAN SELLERS

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## CAREER PROFILE

Project Manager with extensive experience as a General Contractor versed in on-site construction project management and supervision. Innate ability to lead diverse teams. Efficient manager who effectively completes projects on time and within budget. Expertise in delegating tasks and resolving critical technical, safety, personnel and client issues. Skilled at compensating for unforeseen deadline obstacles. Excellent customer service skills resulting in increased customer referrals, loyalty and satisfaction.

### Competencies

- Permit processing
  - Baseline schedules creation
  - Building codes and regulations
  - Cost control
  - Residential construction specialist
  - Superb management skills
  - Project budgeting / purchasing
  - Subcontractor management
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## PROFESSIONAL EXPERIENCE

### **BTI CONTRACTING LLC/COLLECTIVE CONTRACTING, Forest Hills, NY** **2010-Present** **Director of Project Management/Chief Executive Officer**

- Oversee the planning, budgeting and direction of new construction and renovation projects for a wide range of residential and commercial projects for full-service general contractor /licensed home improvement contractor. Projects include: one and two-family homes, high-end cooperatives, condominiums, apartments, offices and low-rise commercial buildings within the five boroughs of New York City.
- Supervise, train and evaluate internal team of workers and Director of Business Affairs.
- Manage project tasks and train workers on site-specific requirements, techniques and procedures.
- Perform all project estimates, negotiate contracts, and maintain ongoing customer relations.
- Direct the work of outside subcontractors, including plumbers, carpenters/cabinet makers, HVAC technicians, electricians, roofers, cement workers, and mason workers.
- Read and interpret blueprints supplied by architects and engineers to carry out projects.
- Perform construction site pre-inspections and coordinate post-construction audits. Review and investigate change order requests and manage punchlists.
- Adhere to building codes and clear up building violations as needed.
- Manage resolution of all issues during project construction and commissioning phases.
- Efficiently manage materials and equipment purchasing.
- Achieve an excellent word-of-mouth business (99% of clients) through strong customer relations, attending to client issues in a rapid manner, excellent problem-solving and maintaining a calm demeanor in the face of emergencies and challenges.
- Acquired Collective Contracting LLC company that was merged into BTI Contracting LLC.

### **ALL CLIMATE MECHANICAL/EVERYDAY MECHANICAL, Ridgewood, NY** **2007-2010** **Service Mechanic/Plumber, 2007-2009 / 2009-2010** **Plumber**

- Performed plumbing installations, repair and troubleshooting for residential and commercial properties.

### **VARSITY PLUMBING, College Point, NY** **2002-2006** **Plumber/Sprinkler Inspector/Water Meter Inspector**

- Performed a variety of tasks for residential and commercial properties.

**Prior experience as a Carpenter and Electrician for two companies, Worked as Head Plumber at Boca Raton Resort in Florida.**

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## EDUCATION

**Associates Degree in Business Management, Queensboro Community College, 2017**  
**OSHA Certification, Safety and Health, 2009; Certificate, Safety and Health, 2009**  
**OSHA-Confined Space Certification, 2006; Maintenance Sprinkler System – FDNY (prior)**  
**Licensed Home Improvement Contractor; Licensed Salesperson**