



Romeo Gonzalez Cleto

Civil Engineer / Construction Manager



Personal Info

Address

820 Oakwood Dr, Peekskill 10566, NY.

Phone

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E-mail

romeogcleto@gmail.com

Date of birth

09-09-1995



Skills

Communication

Team management

Leadership

Planning

Negotiation

Quality Management

Work under pressure



Software

Microsoft (Project & Excel)

Autodesk (AutoCad 2D, Revit & Civil 3D)

Primavera P6



Languages

English

Spanish (Native)



Summary

- Junior Civil Engineer with 3 years of experience managing and overseeing constructions projects. Highly organized and proactive, able to effectively coordinate tasks to accomplish projects.



Experience

05-2016 -
09-2016

Project engineer

Grupo K6 S.R.L

Responsibilities:

- Plan and monitor the project.
- Monitor the use of resources and initiate corrective actions where necessary.
- Coordinate activities across different organizational functions.

11-2016 -
06-2017

Project engineer

Irisa S.R.L

Responsibilities:

- Monitor the use of resources, and initiate corrective actions where necessary.
- Coordinate activities across different organizational functions.
- Adopt and apply appropriate technical and quality strategies and standards.
- Manage reports and necessary documentation.

05-2017 -
09-2017

Supervising engineer

Inmobiliaria Zalea S.R.L

Responsibilities:

- Monitor the use of resources and initiate corrective actions where necessary.
- Adopt and apply appropriate technical and quality strategies and standards.
- Manage reports and necessary documentation.

06-2019 -
present

Assistant Project Manager

Wohl Diversified Services

Responsibilities:

- Prepare preliminary cost estimates of projects.
- Prepare and submit project's proposal, submittals and RFI's.
- Create material lists and detailed drawings for substation project support.



Education

08-2012 -
04-2016

- **Instituto Tecnológico De Santo Domingo (INTEC)**, Bachelor of Science in Civil Engineering. Santo Domingo, Dominican Republic.

08-2018 -
12-2019

- **Manhattan College**, Master's degree in Construction Management. New York, United States.



Courses

2015

- Basic Revit, Instituto Tecnológico de Santo Domingo.

2016

- EPS Construction system, Unibe Graduate School (EGRU).

2019

- OSHA 10 hour training / OSHA 30 hour training



References

- Jeffrey Gomez (Civil Engineer- New York State Department of Transportation): 646-342-7843

- Ricardo De Leon (Project Manager/Software - Federal Reserve Bank of New York): 914-621-2716