
Robert Travis Burton

Address

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EDUCATION

Texas A&M University, College Station, TX

Bachelor of Science in Construction Science

- Minor in Business Administration
- Minor in Art and Architectural History

Graduation: December 2005

Major GPA: 3.14

EXPERIENCE

November 2007 – present **Joeris General Contractors, Ltd**

Assistant Project Manager

- Managed day-to-day activities – RFIs, PRs, Change Orders, Submittals, Contracts, Scheduling, etc.
- Estimating, Cost Controls and Risk Management
- Managed Owner/Architect relations

HEB 31 @ Alon Town Center

- \$10,000,000 grocery store
- LEED Certified Building
- Completed ahead of schedule

Alamo Corner and McCreless Corner

- \$7,000,000 retail renovation and remodel
- Value engineered

Madison High School Agriscience Magnet Program

- \$20,000,000 education facility
- LEED Registered Building
- Multi-building, phased project on an occupied campus

December 2005 – October 2007 **Perry Homes**

Assistant Project Manager – Phase II

San Antonio

- Consistently kept the lowest build times in the San Antonio Division.
- Lowest warranty times in the San Antonio Division.
- Responsible for training Assistant Project Managers.
- Earned the highest performance based bonus in San Antonio for position.

Austin

- Solely replaced the previous two Assistant Project Managers.
- Earned and awarded sole responsibility for the entire project. (Responsibility is two positions higher than current title)
- Doubled the Customer Satisfaction Rating in the first month.
- Lowered days of warranty by one third in the first month.

August 2004 – December 2004 Wilshire Homes of Texas, Covered Bridge

Austin, TX

Assistant Superintendent

- Supervised work for quality, accuracy, adherence to safety regulations.
- Communicated with subcontractors and management with several types of media.
- Planned projects, scheduled work, procured materials, surveyed lots, and estimated quantities.
- Created a new system for record keeping and organization.
- Coordinated the construction of over 20 houses.
- Assumed duties of superintendent by end of service.

ACTIVITIES AND AWARDS

- Texas A&M Judo Team – Orange Belt
- National Association of Home Builders (NAHB) 2004-2005
- NAHB Competition Team 2005
- Dean's List
- HEB #31 at Alon Town Center –nominated for project of the year by ASA
- Emerging Green Builders, Balcones Chapter – Founding Member – Financial Chair 2008 to present
- US Green Building Council – 2008 to present
- AGC Green Committee – Founding Member – 2009 to present
- Young Constructors Forum – 2008 to present
- National Center for Construction Education Research – Registered Instructor

SKILLS

- Effective communicator through various media (oral, written, pictorial, electronic)
- Leader, self starter, and entrepreneur, skilled in giving and receiving directions.
- Well-versed in a variety of computer software including: Borland Pascal, JBuilder3 Java, Borland C, html, Microsoft Office, Primavera Project Planner, MS Project.
- OSHA Certified, CPR Certified, American Red Cross First Aid Certified, AED Certified.
- Highly organized worker, efficient scheduler, and experienced in multitasking.
- Versatile employee, able to adapt to different situations quickly.
- LEED Accredited Professional.