

Phillip Klasing

Project Manager

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Authorized to work in the US for any employer

WORK EXPERIENCE

Project Manager

DBSI INC - Anaheim, CA - 2009-02 - 2013-01

Responsible for managing a multitude of projects for JP Morgan CHASE. National contract construction projects ranging from singular ground-up New Builds, to numerous mass-acquisition Tenant Improvement/Branch Remods, Signage Rebrands, and New ATM Machine & Vault Installations. Job responsibilities also included: Heavy travel, surveying, estimating and scheduling from point of inception; spreadsheet generation of vendor schedules, milestone tracking, RFI's, RFP's and PO to Vendor notifications etc. Additional duties included: Client/Vendor Pre-con meetings and timely procurement of all the applicable permits and licensing etc. Project close-out procedures included; pro-active measures to eliminate beforehand; any (if not all) punch-list items and/or failed inspections, etc. Project close-out procedures included; spreadsheet tracking of profits & losses, generating and issuing deductive change-orders and uploading photo-docs & completion info to online dash-board portals etc.

Applications Mgr

L.E.D. Illuminations - Orange, CA - 2006-06 - 2009-01

Although originally hired to generate sales and manage major projects, a greater demand was placed on the need to meet and exceed challenges set forth by the industries trend to replace traditional Neon Lighting with L.E.D. Technology: A low voltage Light Emitting Diode method of illumination. Responsibilities included; research and development of sound knowledge and usage; i.e. determining accurate candlelight capacity & voltage-load in relation to cost & quantity factors. Additional duties included: Various field installations, permit procurement, site surveys, job walks, inspection sign-offs and attending design review (DRB) meetings, etc.

Designer/Co-Owner

Xvizion LTD - Huntington Beach, CA - 2005-06 - 2008-04

Responsible in the co-ownership/operation of a two man, broker-based, digital graphics business. Duties included; both the development and designing of digital-print media graphics for the trade-expo and signage industries. Heavy emphasis was focused primarily on the sound development of repeat corporate contracts. Additional duties included continual client contact, strategic marketing procedures, and consistent involvement with leading print vendors, graphic service bureaus, and leading-edge website designers.

Project Manager

Coast Sign - Anaheim, CA - 2004-02 - 2005-06

also: 1995 thru 1997)

Responsible for implementing multi-site, Bank Conversion/Signage and ATM Rebrands for CitiBank Corp. Duties also included high level correspondence between Client/Architects, Market Managers and Project Leads while scheduling multiple Sub-Installation Vendors with various Landlord/Property Managers and Bldg. Engineers etc.

Also responsible for managing (from inception through completion), Century 25 Theatres; a high-end entertainment-venue signage account with locations in: City of Orange CA, The Orleans Casino in Las Vegas NV, and Century 16 in Anchorage Alaska.

Project/Field Manager

Ayers Corporation - Yorba Linda, CA - 1999-12 - 2003-02

Responsible for managing National Bank Conversions/Signage and ATM Rebrands for Bank of America, Nations Bank and Wells Fargo. Duties included: Heavy travel through multiple states, working with multi-segment survey teams to determine work scope and commissioning sub-vendors to perform regional task. Additional duties included; estimating, generating and presenting proposals, issuing sub-vendor contracts, coordinating multi-vendor installation procedures and quality control reporting and documenting from the field.

EDUCATION

Associates Degree in Graphic Design & Commercial Arts in Graphic Design & Commercial Arts

PLATT COLLEGE - Los Angeles, CA

CAL STATE UNIV. Los Angeles CA

H.S. Diploma.

SOUTH WESTERN H.S.

SKILLS

BRANDING, COMMERCIAL CONSTRUCTION, COREL DRAW, EXCEL, procurement

ADDITIONAL INFORMATION

AREAS OF EXPERTISE

PROJECT MANAGEMENT, BUILDING PERMIT PROCUREMENT SPECIALIST, COMMERCIAL CONSTRUCTION, MULTI-SITE BRANDING PROGRAM MANAGEMENT, NATIONAL BANKING CONVERSIONS, ATM MCHN. & VAULT INSTALLATIONS, ELECTRICAL SIGNAGE & GRAPHICS MFG.

CORE COMPETENCIES

Exemplary project management skills, strong written/verbal communications at executive level, independent and self-motivated and excels in a team-oriented collaborative, conforms well to shifting priorities, flexible during times of change.

COMPUTER & COMPU-GRAPHIC SKILLS

IBM/WINDOWS VISTA, MICROSOFT WORD/PROJECT & OFFICE, EXCEL SPREADSHEET, OUTLOOK-PLUS & POWERPOINT. GRAPHICS SOFTWARE: WORD PRESS, FILE-ZILLA, COREL DRAW/PHOTO SHOP, ILLUSTRATOR & QUANTEL PAINTBOX.