



# JEREMY ABBOTT

Project Manager

## Summary

15 years of primary project management in power infrastructure. Projects up to \$6M in electrical substations, robotics, industrial manufacturing, waste water, heavy and light commercial. Private, Government, Municipal, prime and Sub. 10 years of field electrical construction experience as a foreman and superintendent. Author of "the Professional Foreman, insights on Modern Leadership".

20+ years working in small company format (wear all the hats!) (+/- \$10M/yr revenue). Ready for a different opportunity to challenge my career growth. I believe in lifelong education and strive to self-evaluate and improve.

## Relevant Skills

### Personality:

Strong communicator  
Team Player  
Servant leader  
Persistently Optimistic  
Bias for Action  
Listener  
Strategic Thinker  
Structured  
Organized

### Work approaches:

Predictive, Agile, Hybrid  
Earned Value Management  
Project Planning and Scheduling  
Scrum Approach  
Risk Management  
Effective Communication  
Stakeholder Engagement  
Recognize and Reward  
Team Contributions  
Train and Develop Teams

### PM Tools:

MS Office  
Procore  
Asana  
Trello  
MSProject  
Primavera  
Jira

### Tools:

Sage 100  
Maxwell  
Python

### Presentation

#### Tools:

AutoCAD  
Adobe  
Bluebeam  
Revit, PPT

### Productivity Boost:

Python  
VBA/Office365

## Education/Certifications

BS in Computer Science  
PMP / PMI certified  
WA state Licensed Electrician  
WA state Licensed Administrator  
4 Yr. JATC Electrical Apprenticeship

## Contact

### Phone:

### Email:

Home: Island County, Washington

## Professional Experience

### 2009-2024, Project Manager, Dutton

#### Electric Inc (Division 26 / 27 / 28 / 16)

running private and government projects \$250k to \$7M as prime. Estimating and take off, Understanding specs, bid comparison, contract negotiating, manage subs, change management, submittals, document control, close out, billing, invoicing, cost tracking, projections, Lien releases, shop drawings, certified payroll, remote in field or WFH.

### 2015-2022 VP BO Dutton Electric

Operations, Strategic planning, Union Payroll, Certified Payroll, permitting, AP/AR, Purchase Orders, Reconciliation, monthly reports, union reporting, benefit reporting, Tax, B&O, licensing, Business Intelligence, Projections, accounting.

### 2015-2022, Technical PM Built, deploy,

integrate and maintain Estimating Software, Time tracking software, Automated AP entry software, project management tools to an office team of 5, and field team of +/-20. Utilize Python, VBA, Microsoft ACCESS, Database management. Purchase, deploy and maintain hardware.

### Specializations:

#### 2005 - current Washington State licensed

**Electrician.** I've ran jobs in the field as a service truck driver, or foreman, or general foreman and super. Specializing in industrial power but skilled in all facets such as commercial, fire alarm, security, controls, residential, solar.

#### 2005 - current Washington State licensed

**Electrical Administrator.** Covers safety and all aspects required by the state of Washington when running an electrical company.