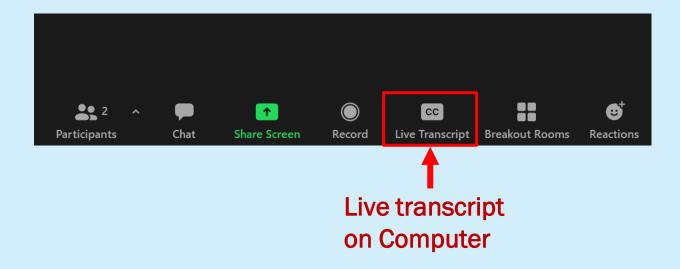
WELCOME. THE SESSION WILL BEGIN IN A MOMENT.

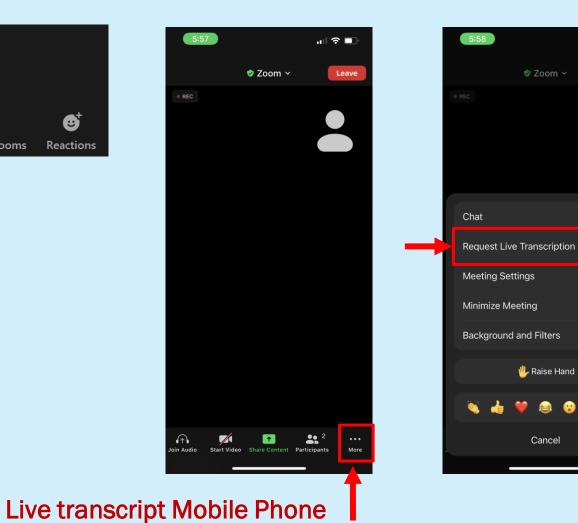
Please note:

- All participants are muted. Should you experience any technical difficulties, please send private message using chat feature to Stephen A. [Event Tech] or send text 718-635-2188
- Once the video begins, confirm your volume is up and the mic is muted.
- The presentation can be adjusted by clicking on the 'View' link at the top right of the Zoom meeting window. You may hear double sound or an echo if you dialed in via phone and on your computer / tablet device. Remember to mute sound on one of the two windows if there is an opportunity to ask direct questions.
- Q&A Session via chat function will be available towards the end of the first portion of the presentation. Your
 virtual comment will be entered into the official project record, may be read aloud or displayed on screen,
 and will be responded to either live or post-event by the project team.
- The presentation can be viewed with live transcript in the default language set on your computer.
- Language support provided by our ESCR Community Construction Liaisons: Joyce Xin and Sonia Quinones



LIVE TRANSCRIPT ACCESS





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Spring Virtual Information Session

May 25, 2022 9:00am to 10:15am

AGENDA

- **1.** Welcoming Remarks
- **2.** What is the East Side Coastal Resiliency (ESCR) Project
- 3. LESEN Overview
- 4. Building Your Resume Package
- **5.** ESCR Website Resources and Contact Information
- **6.** Question and Answer
- 7. Breakout Rooms One on One Appointments, 9:35am to 10:15am



OVERVIEW EAST SIDE COASTAL RESILIENCY PROJECT



EAST SIDE COASTAL RESILIENCY PROJECT



The East Side Coastal Resiliency (ESCR) project will protect 110,000 New Yorkers from the impacts of climate change by reducing flood risk to communities, properties, businesses, critical infrastructure, and public open spaces. In addition to providing flood protection, the project will strengthen and enhance waterfront spaces on Manhattan's East Side by improving accessibility, increasing ecological diversity, and delivering improved recreational amenities to a vibrant and highly diverse community.

www.nyc.gov/escr



PROJECT AREA 2

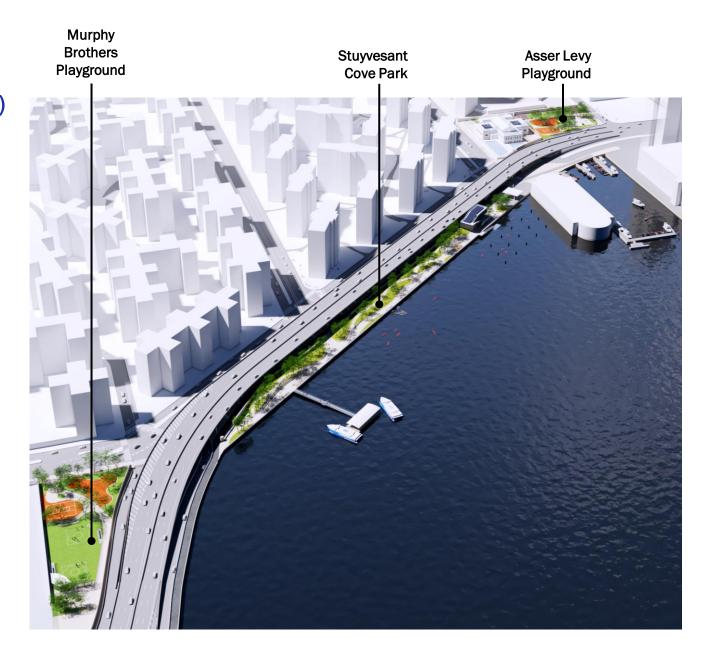
Contractor: Perfetto Contracting Corporation (PCC)

Construction Start: Fall 2020

- E 15th Street north to E 25th Street
- Asser Levy Playground (reopened 5/13/22)
- Stuyvesant Cove Park
- Murphy Brothers Playground

Scope of Work:

- Floodwall & Gates
- CSO & utility work
- Coordination with ConEd





PROJECT AREA 1

Contractor: IPC Resiliency Team

Construction Start: Fall 2021

E 15th St. south to Montgomery St.

- East River Park
- Corlears Hook, Delancey and 10th Street Bridges
- Houston Street Overpass
- Park Buildings

Scope of Work:

- Raise park 8-9 feet
- Floodwall & Gates
- Esplanade reconstruction
- CSO & utility work
- Coordination with ConEd



East River Park



PRESENTATION LESEN



PRESENTER

Gaspar Caro



LOWER EAST SIDE EMPLOYMENT NETWORK, PARTNERSHIP DIRECTOR































Resumes' Importance

Present and highlight employment qualifications

Spark interest in a candidate for many or more senior positions

Provide first impressions before landing an interview

Organize employment history, education, skills, and qualifications



Recruiters strategically look at resumes:

- → "E" Shape Better holds attention. People tend to scan in an "E" shape pattern
- → 7-Second Rule On average, hiring managers spend 6-7 seconds looking at a resume.
- → Keywords / Skills Include "hot" or important words related to the job, company, and industry



Don'ts:

- → Multiple types of bullet points.
- → Multiple sentences for each point.

CORE COMPETENCIES

- ✓ Operational Leadership
- ✓ Project Management
- ✓ Workflow Optimization
- Revenue Growth
- ✓ Process Improvement
- ✓ Business Development
- ✓ Account Management
- ✓ Financial Analysis
- ✓ Policy & Procedure Development
- ✓ Client Satisfaction & Retention
- ✓ Relationship Management
- ✓ Business Development
- ✓ Records Management
- ✓ Budget Analysis
- ✓ Market Trends
- ✓ Employee Relations
- ✓ Team Building & Training
- ✓ Performance Management
- ✓ Communication
- ✓ Vendor Negotiations

increase customer satisfaction

CAREER HIGHLIGHTS

- Served high-profile clients and C-Level Executives; developed strong working relationships and drove retention and renewals resulting in a 5% revenue growth directly attributed to customer retention.
- Facilitated change management initiatives and professional development opportunities that increased employee retention, enabled staff to grow within their profession, and elevated service delivery; grew team from 7 to 15 and provided oversight to a department with 50 employees.
- Successfully and simultaneously managed programs and departments with high-demand; provided first-class management and customer service to a broad range of customers from high-end clientele to social services departments with vastly different setups and needs.
- Inherited a department that was losing money and operating at a high cost with unsustainable staff turnover; hired or retrained existing staff, renewed partnerships, and rebuilt the foundation to grow the department and boost annual revenue exceeding expectations.
- Maximized training for team members, implemented employee development initiatives enabling staff members to solve issues with an individual increase of problem resolution of 5% and 10% overall profit increase due to repeat customers.
- Strong work ethic, excellent analytical abilities, self-motivated with robust problem-solving methods. Achieved team-level collaboration and earned trust with numerous marketing promotions. Ability to see the big picture as well as get down to business details.

CAREER SUMMARY

Administrator | Executive Charge | Jun 1996-Apr 2020

- Inherited an international corporate transportation department replete with issues; led a major departmental
 restructuring and achieved a new level of efficiency and alignment.
- Developed business strategy, operational leadership, and financial management activities that analyzed market trends and company performance to formulate projections and develop pricing models; reduced consumer prices through effective inventory management, price negotiations, and workflow optimization.
- Oversaw and managed the transportation services for the Medicaid Travel Program by coordinating the safe day
 to day transport and support of up to 100 patients per day; established and maintained constant communication
 with drivers and clients to improve quality of service and customer satisfaction.
- Expanded profitability through in-depth financial analysis; implemented an excel-based pricing tool to formulate
 quotes that balance multiple factors.
- Increased client retention by formulating a client database to track demand and streamline business



Don'ts: Lengthy paragraphs.

NYSDOT Korean War Veterans Parkway Overpass - Construction Inspector

Performed construction inspection services for a new \$7.5 million, 370-foot pedestrian overpass that crosses the Korean War Veterans Parkway near Jefferson Boulevard in Staten Island, NY. Led the inspections for all maintenance and protection of traffic (MPT) and safety inspections, including inspecting existing superstructure and substructure demolition. In addition, inspected the mechanically stabilized earth system, temporary shoring, storm drainage system, and street lighting. Managed several contractors and made sure all New York State Department of Transportation (NYSDOT) specifications were followed. (5/08 - 2/10) [Project Reference: George Hanna (Super), Telephone: (347) 233-1901]

COMMERCIAL

NYCDDC WTC Campus Security Plan REI - Construction Inspector

Inspecting water and sewer installations for a \$28 million contract with the New York City Department of Design and Construction (NYCDDC) to provide resident engineering and inspection (REI) services for infrastructure improvements around multiple security centers at the new 16-acre World Trade Center (WTC) campus in Lower Manhattan. Project efforts involve the relocation of existing public and private utilities and the installation of operational security barriers and electronic surveillance systems (of a confidential nature) to control vehicular access and egress into the WTC site at four locations. The firm is also inspecting roadway and streetscape improvements during preconstruction, construction, and post-construction. In order to create space in the roadway for the security elements, the project includes the installation and relocation of sewers and drainage structures; water mains, hydrants and valves; Con Edison gas and electric utilities; Empire City Subway (ECS) communication facilities, street lighting, and traffic signals. The work also includes new pavement, curbs, and sidewalks with architectural details, signage, and delineation. Inspected excavation work around the No. 1 line subway station and the Port Authority Trans-Hudson (PATH) station for installation of an upgraded water main and sewer system. Performed inspections for the installation of the main catch basin, water and sewer mains, and sewer connections. Fast-tracked, staged construction is required to meet the milestones of other agencies and facilities for occupancy of the WTC campus. (9/13 - 3/19) [Project Completion May 2015; Reference: Iyad Marzouq, NYCDDC, (212) 442-1890]

Deputy Program Manager (September 2016 - October 2017)

The Liro Group, Louisiana Shelter at Home Program, LA Flood 2016 Manager of the Louisiana Shelter at Home Program that provided temporary emergency repairs to over 10,000 homes in four months. Provided leadership to four managers and 68 staff members assigned to Call Center, Scheduling, QA/QC, Site Inspection Team and Senior Inspectors assigned.

Disaster Recovery Lead (September 2006 – September 2016) Governor's Office of Homeland Security & Emerg. Preparedness (GOHSEP)

Utilizing the Stafford Act and FEMA PA Policy, led a team of PA Specialists. Under my leadership, St. Bernard Parish received over \$936 million to recover from Hurricane Katrina. Selected to manage several struggling sub-grantees. Reduced backlog from 928 projects to 54 projects in 18 months, which netted over \$800 Million in reimbursements. Analyzed and interpreted project worksheets, to include scopes of work and costs, validated procurement, monitored funding to prevent overpayments and facilitated meetings with Local, State and Federal officials to foster and maintain open and effective communication.



Do's

Joe Applicant

Huntington Station, NY 11746 joe.applicant@email.com 123-456-7890

Having worked in the construction and engineering fields, I aspire to focus my knowledge in these areas, and strong attention to detail in order to further my experience. Gaining knowledge, and technical experience is a goal that will allow for mutual benefits.

Add area, contact information, and introductory summary with keywords relevant to the industry.

Skills

- Computer Skills: Computer literate, with high level of competence in the use of AutoCAD, and the Microsoft Office Suite, including Microsoft Excel/Project/Power Point
- CAD
- Construction Management

Certifications and Licenses

- New York State Home Inspector: certified to perform residential and commercial inspections and provide written reports on findings.
- OSHA 30

Add skills and certifications.

Construction Manager - MEP Superintendent

Barr & Barr - New York, NY

October 2015 to October 2017

- Providing financial and technical updates of any knows issues/risks to Senior Manager
- Writing detailed and summarized project progress reports/ Project documentation
- Tracking activities against the detailed project plans
- · Reviewed and approved project documentation

3 to 4 bullet points.



Chronological Resume

- Emphasizes professional experience
- Best for those with years of experience
- Ideal for similar positions
- Highlights duration of employment
- Highlights notable employers

James Applicant

17017 Home Blvd. • Edmond, OR 00222 • (555) 555-1212 • james.applicant@email.com

OVERVIEW

Energetic and motivating leader with a proven ability to effectively manage both staff and long and short-term projects. A self-starter and strong independent worker who excels at analyzing products and procedures in order to generate new ideas that improve efficiency and production quality.

PROFESSIONAL EXPERIENCE

COMFORT, INC., Edmond, OR MANAGER (2014-Present)

Manage daily operations of a \$1 million foam insulation company.

- Train and supervise work crews in more efficient product installation techniques resulting in reduced material waste by 20 percent and labor hours by 43 percent.
- Instrumental in developing sales team's knowledge in the areas of building science and energy
 conservation in order to provide customers with the information to successfully plan for, and utilize,
 spray foam insulation.

MILITARY BASE. Edmond, OR DATA NETWORK MANAGER (2012-2014)

Managed command and control data network used to generate video representation of geographic area surrounding the ship. The team consisted of 38 individuals from four departments.

- Production Control Officer Coordinated the efforts of 135 personnel utilizing 37,000 man hours.
 Completed 520 jobs totaling over \$4 million during a 13-month refurbishment period.
- Assistant Command Duty Officer Directed daily routine utilizing a duty section of 600 personnel from 12 different departments.

MILITARY BASE. *Edmond, OR* **INSTRUCTOR PILOT** (2008–2012)

Administered, coordinated, and supervised flight and academic training for the United States flight training program that encompassed over 200 instructors and 600 students in five units.

- Coordinated and supervised four Flight Commanders to ensure that pilot completion rates met quarterly and annual goals.
- Managed and scheduled 11 instructor pilots and 38 flight students to complete primary and intermediate level flight training.

EDUCATION

AUBURN UNIVERSITY, MBA in Finance, 2018
UNIVERSITY OF COSTA RICA, Bachelor of Arts in Business Economics, 2004
Aviator - Advanced Flight Training, United States Flight Patrol



Functional

- Emphasizes skills & core qualifications
- Best for those with less work experience
 - Students and recent graduates
 - Candidates with noticeable gaps
- Highlights <u>transferable skills</u> & expertise

John A. Doe

999 Main Street, Ann Arbor, MI 99999 (123) 555-1234 johndoe@email.com

CAREER OBJECTIVE

Experienced and versatile professional with strong urban planning as well as people, management, and research skills seeks a position in urban planning and environmental impact analysis with a major city or Fortune 500 company.

CORE QUALIFICATIONS

- · Background managing direct transportation planning and programs
- Adept at managing programs and people
- Able to anticipate and project organizational change
- Background as administrator of office operations

EXPERIENCE AND SKILLS

Skilled in Government Guidelines • Quality Control • Urban Planning • Environmental Impact
Mitigation and Research • Urban Planning • Geology/Hydrology • Site Evaluations • Computer
Software Tools • Scientific and Business Grant Writing

Administrative: Lead coordinator for the daily processing of thousands of checks for payment and the mailing of confidential reports, meeting strict deadlines, and avoiding late fees.

Problem Solving: Designed a waste-management program involving Recycle Ann Arbor and a major book company, intended for the efficient handling of tons of paper, cardboard, plastic, metal, and glass, achieving net savings of \$20,000 per building annually and reducing company disposal obligations.

Management: Oversaw operations of an expanding research lab, providing expertise, commitment, and quality control during a time of significant transition.

EMPLOYMENT HISTORY

Senior Process Engineer, September 2016-Present, Zezee Corp., Ann Arbor, Mich.

Process Engineer: Technical Support, September 2012-September 2016, Zezee Corp., Ann Arbor, Mich.

Technical Professional, September 2010-September 2012, City of the Stars, Mich.

EDUCATION

Master of Business Administration (2015); GPA 3.9 Southern Nazarene University, Bethany, Okla. (Online Program)

Bachelor of Science (Emphasis: Ecosystem/Environmental Business) May 2012 Eastern Michigan University, Ypsilanti, Michigan



Combination

- Emphasizes professional experience
- Best for those with years of experience
- Best for similar positions
- Highlights duration of employment
- Highlights notable employers

Joe Applicant

123 Main Street • Oakland, CA 12345 • (123) 456-7890 • joe.applicant@email.com

EDUCATION COORDINATOR/SUPERVISOR

Effectively managing staffs in both the blood bank and business arenas

Results-oriented, high-energy, hands-on professional with 10+ years' experience and a successful record of accomplishments in the blood banking, training, and communication transmission industries.

Key skills include:

- Experience in Quality Assurance and Customer Service in Two Industries.
- Excellent Communication Skills
- · Team Building & Leadership
- Internal & External Communications
- Experience in Training and Payroll

PROFESSIONAL EXPERIENCE

AMERICAN RED CROSS, Oakland, Calif.

EDUCATION MANAGER / EDUCATION COORDINATOR (February 2013 – Present)

Facilitated successful educational project over the past five years for Northern California blood centers, with FDA regulated manufacturing equipment, as pertaining to CGMP, CFRs, Calif. State and American Association of Blood Bank (AABB) regulations.

Notable accomplishments:

- · Provide daily operational review/quality control of educational accountability to meet regulations.
- Responsible for assuring uncompromised compliance with 23 organizational quality systems.

CORE COMMUNICATION INC., Sunnyvale, Calif.

CABLE TELEVISION SUPERVISOR (May 2008 – February 2013)

Supervised contract support for six AT&T Broadband systems located in the Bay Area.

Notable Accomplishments:

- Provided customer support/resolution, training in telephony and customer care.
- Handled quality control, payroll, special projects/plant extensions, and staff evaluations.

EDUCATION & CREDENTIALS

SAN JOSE STATE UNIVERSITY, San Jose, Calif.

Bachelor of Science (GPA; 3.8; Major: Administration of Justice; Graduated Cum Laude), May 2008

Certifications

NCCT Phlebotomy Technician Certification • NCCT Certified • CATV System Technician

Information Technology Skills

Microsoft Office Suite • ADP / Workforce Now • Proficient in Various Payroll Software Systems



Programs and contacts



vwong@cpc-nyc.org (212) 941-0041



Email: osy@door.org



jorge@goles.org (732) 806-0184



ESOL/JET: jsanchez@henrystreet.org Jobs Plus: 212.254.4333

RESOURCES & CONTACT INFORMATION



LOCAL RESOURCES



Henry Street Settlement

- Job Essentials Training Program (JET)
- ESOL Job Readiness
- Career Advancement Support

https://www.henrystreet.org/programs/employment



Good Old Lower East Side (GOLES)

- Resume Development
- Mock Interviews
- Job Search Support

https://www.goles.org





Department of Small Business Services, Workforce1 Centers

- Resume Development
- Prepare for an Interview
- Career Advancement Support

https://www1.nyc.gov/site/sbs/careers/virtual-wf1cc.page



ESCR RESOURCES

www.nyc.gov/escr/contact





ESCR CONTRACTOR RESOURCES



Project Area 1 Contractor



Project Area 2 Contractor



Q & A

- **✓**This session is for general questions
- ✓ Resume questions maybe directed to the experts in the Breakout Rooms



REMINDERS

✓ Live recording will be added to ESCR

Work With Us page: www.nyc.gov/escr/contact



THANK YOU, PRESENTERS AND SUPPORTERS











- NYC Department of Design and Construction (NYCDDC),
- The ESCR Program and Construction Management Team HNTB-LiRo,
- Lower East Side Employment Network (LESEN),
- Perfetto Contracting Co. (PCC),
- IPC Resiliency Partners (IPC)



END OF FIRST PORTION OF EVENT

NEXT BREAKOUT ROOMS



POST MEETING RESOURCES



ESCR, SPRING INFO SESSION -- Create and Upgrade Resume Package

Resources: Create and Upgrade Your Resume Package



Resume Presentation: ESCR Quarterly Event, May 25, 2022

https://bit.ly/AboutResumesPresentation

Article: How To Use Social Media To Job Search

https://bit.ly/ResumesAndSocialMedia

Search by industry. View great resume designs. Get ideas to upgrade your resume

https://bit.ly/ResumeDesigns

ESCR, CAG Presentations which include Hiring Compliance Updates

CAG Virtual Meeting #19

COMMUNITY ADVISORY GROUP (CAG) Thursday March 24, 2022

Download 03/24/2022 Presentation

Stream the live recording

CAG Virtual Meeting #13

Tuesday, September 14, 2021

COMMUNITY ADVISORY GROUP (CAG)

Download 09/14/2021 Presentation

Stream the Live Recording

Download 09/14/2021 Summary