

Randolph Seitter
1463 Strathmann Drive
Southampton, PA 18966

SUMMARY:

More than 30 years experience in the construction industry with ESTIMATING, PROJECT MANAGEMENT, CONTRACT ADMINISTRATION as well as supervision, practical and field work.

EDUCATION:

1980 – Bucks County Community College – 73 credits towards engineering degree.
1979 – Montgomery County Votech School – plumbing apprenticeship complete.
1971 – Neshaminy High School – Graduated

SPECIALIZED TRAINING:

2000 – Certified Pool Operator & APSA Tech I
1987 – Claims and Contract Administration Seminar
1986 – Contract Claims Seminar
1973 – Air Force Combat Survival Schools
1972 – Airborne Voice Processing School
1973 – Vietnamese Language School – Defense Language Institute
1971 – Air Force Basic Training

REGISTRATIONS:

New Jersey Master Plumbers License
Pennsylvania – Various Master Plumbers Licenses
American Society of Professional Estimators – Certified Professional Estimator

EXPERIENCE:

1992 – Present – Vice President & Co-Owner

Stoneridge, Inc.
835 Pennsylvania Boulevard
Feasterville, PA 19053
Phone: 215.942.4300 Fax: 215.942.4222

Responsibilities include: estimating, project management and day-to-day office management of a construction company. Oversee project management, material expediting, initial purchases and scheduling. Duties also include obtaining bonding, banking, insurance, oversee accounting, job costing and financial management of the corporation.

1980 – 1992 – Chief Estimator/Project Manager

Kirk Bros., Inc.
211 Mathews Avenue
New Britain, PA 18901

Responsibilities include: estimating over \$50 million in construction bids per year. Project management duties and oversight of other project managers for \$17 million in construction projects per year. Projects including water and wastewater treatment facilities, plumbing, HVAC and process mechanical. Single projects up to \$7 million. Started with company as journeyman and superintendent before progressing to office and estimating.

1977 – 1981 – Plumber

Various plumbing and mechanical contractors learning trade.

1975 – 1977 – Manager

Royal Auto Supply
Route 611
Warrington, PA

Retail sales store management, inventory control and ordering, employee time management and financial duties in auto supply store.

1971 – 1975 – Airborne Voice Processing Specialist

U.S. Air Force

Airborne voice processing in the Vietnamese language. Duties also included training and upgrading newly assigned personnel.

CIVIC/PROFESSIONAL ACTIVITIES:

Manager – Warminster Softball Association
Coach – Warminster Soccer League
Division Director – Warminster Soccer League
Past Notary Public – Bucks County Pennsylvania
Publisher monthly newsletter – American Society Professional Estimators
Life Member – Veterans of Foreign Wars
American Legion