

Staff profile

Steven Berry Project Manager

Steven is an experienced professional with a proven track record within a Technical Services environment for the building services, construction and electronic Fire and security Industries and Steel manufacture processes.

He is a diligent positive person with excellent communication skills remaining calm under pressure, whilst ensuring the customer's requirements, wants and expectations are maintained and often exceeded, whilst still retaining the company budgetary constraints.

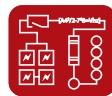
Core skills



Project planning and management



Health and safety



Electrical drafting

Main areas of experience



Airports



Commercial



Industrial

Time served



Career history

2015 - Current

RL Freemantle Electrical Ltd

Projects Manager

Key Responsibilities

- To consult on, agree, and produce project plans and timescales
- To produce, monitor and ensure delivery against the implementation and communication plans
- Ensure business processes are reviewed for efficiency and compliance with statutory requirements
- Record and track expected benefits of projects during their lifetime
- Manage risks and issues, reporting through project governance as appropriate
- To produce and maintain project documents as necessary
- To define resources and implement requirements
- To administer and manage the project processes and service project meetings
- To identify KPI's for decision/delivery
- Reporting to project sponsors and project board on the progression of individual projects
- Maintain finance, applications for payments and reports projects spend
- To manage stakeholders so they are effectively informed and engaged in the project
- Customer care

2012- 2015

MITIE Technical Facilities Ltd. (MTFM Projects)

Projects Manager

Key Responsibilities

- Project manage tendering and delivery of 130 projects over 2 year period with a gross value £4.5M from small works to major projects
- All works processes from initial concept to P3 status to installation of works and finally asset integration P9 status including the cad documentation.
- Targets maintained with the assistance of one other project manager
- HAL implementation of processes and procedures for all permits, isolations, access procedures and service clearance
- PM for delivery of fast track projects to high quality resulting in written compliments from clients, CDM projects up to £800K.

- Accurate records showing live project work schedules and values to date
- Weekly status reports for reviewing at meetings with HAL
- Works included M&E services, building refurbishment and Asset Integration.

2007 - 2012

(MTFM Projects) London and SE Region

Projects Manager

Key Responsibilities

- Projects manager duties, mainly building services contracts for corporate clients including Dfes, Dept Health & safety, Nokia, National Archives, Portman Square, Walt Disney and variety of London Metropolitan University buildings
- Project delivery and ensuring all QS, H&S, CDM contractual compliance and procedures are fully implemented
- Project manager deliverables included:- water treatment and modifications to existing services of a multistory occupied premise with no disruption to business.
- Boiler plant room replacements
- Office refurbishment - mechanical, electrical and fabric
- IT systems – network, fibre optic and BMS
- Communications and control rooms installations
- Office refurbishment, small construction builds.

1997 - 2007

Mclellan & Partners Consultancy Services

Cad Manager and Co-ordinator

Key Responsibilities

- Worked on projects producing drawings for steel mill construction, iron ore, CHP plants engineering and design for Abu Dhabi, Mexico, Middle East to building services for the UK projects including the refurbishment of London Underground tube stations, multiple projects including British Museum, London Underground, Metronet and Pfizer
- Client and site liaison, management of cad dept to maximum efficiency reporting, scheduling and programming of all works
- Liaison with design consultants to attain their requirements and producing documents to their deliverables from concept, detailed design to final record drawings and the collation of final project package.



RL Freemantle Electrical Limited, 326 High Street (Rear Yard Entrance), via West End Lane, Harlington, Hayes, Middlesex, UB3 5DU. 0208 5648217 info@freemantlelectrical.co.uk www.freemantlelectrical.co.uk

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Career history - continued

- Working on various UK projects, P&ID designs, iron ore processing, Pipe Mills Hospital refurbishments, boiler rooms, HVAC systems, M&E services, and CHP plants

1995 - 1997

Sub Contracting

Cad Co-ordinator

Key Responsibilities

- Building services site administrator and CAD coordinator at Harrods Duties included liaison with M&E engineers design personnel
- Remove Edwardian lifts and replace with escalators
- Producing surveyed data, enabling works and as installed drawings
- Maintaining of the site drawing office project data library

1981 - 1995

Automated Security Holdings PLC

Cad Manager/ Co-ordinator

Key Responsibilities

- Provide manual graphical services for sales and projects
- Producing technical data on all projects from pre-tender to commissioning stage of works for the electronic fire and integrated security industry, providing reprographic requirements and technical illustrations including manual and AutoCAD 2D and 3D producing project working drawings to closure documents (with 5 years site experience on nuclear power sites for electronic security integrated systems)
- On completion worked with technical author to produce O&M manuals

Up to 1981

Avonvale Design Limited

Apprentice

Key Responsibilities

- Generating drawings and technical documentation support for the contracting industry
- Trained on drawing boards and workshop practice, the operational use of plant and equipment.
- Workshop duties to attain knowledge of manufacturing processes and implementing experience within drawing office

Qualifications/certifications

- Managing Safety IOSH
- Utility Services NVQ 3
- PASMA – Towers (user/inspector)
- PASMA – Scaffold safety inspection
- IPAF – 3a & 3b (user/inspector)
- Section 12 - Fire Awareness HEX
- First AID at work – ST Johns
- Confined Space
- Airside Access 1-5 B & Tool Permit
- Airport Safety Induction All areas
- Prince 2 Foundation
- Prince 2 In progress
- 2 Mitie stars

Professional memberships

- ONC Level-Mechanical and production
- Design engineering
- City & Guilds - AutoCad
- Microstation J certification
- DatACAD



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