

SUMMARY OF
PROFESSIONAL
QUALIFICATIONS

- MOTIVATED AND VERSATILE CONSTRUCTION MANAGEMENT CANDIDATE with a demonstrated record of performance and initiative in a competitive environment.
- Experienced in sales presentation and business relationship building.
- Highly effective in team leadership and collaboration; strong communication skills.
- Creative problem solver, skilled in managing multiple projects.
- Adept at time management, documentation, and reporting, committed to quality and integrity.

KEY STRENGTHS

- **Construction & Time Management**
- **Service & Quality Commitment**
- **Team Leadership & Collaboration**
- **Documentation & Reporting**
- **Analytical Problem Solving**
- **Multiple Project Management & Organization**
- **Persuasive Communication & Presentation**
- **Client Mentoring, Motivation & Support**
- **Professional Business Relationships**
- **Listening & Interpersonal Skills**

EDUCATION

ST. JOHN'S UNIVERSITY, Collegeville, MN

Bachelor of Arts in Strategic Communications May 2024

Capstone Project:

As Team Leader, created, researched, and presented a podcast on the topic of "The Impact of Misogyny in Rap Music on Today's Young Men". Conducted interviews with experts, artists, and fans of the genre. Team earned highest academic rating for valuable research and high podcast quality.

Highlights of Courses:

- **Strategic Communications**
- **Intercultural Communication**
- **Effective Listening**
- **Freedom of Speech**
- **Human Communication**
- **Writing in Business**

CONSTRUCTION
EXPERIENCE

EVERGREEN CONSTRUCTION, Wayzata, MN

Sales Intern *Reporting to the Owner/CEO.* Summer 2023 (paid position)

- Delivered persuasive sales presentations to potential clients in hail damaged neighborhoods. Met and exceeded monthly sales goals, with positive client feedback.
- Assisted experienced roofers in assessing and repairing storm-damaged roof.
- Gained hands-on experience in various roofing materials and techniques, customer interaction, and insurance claims navigation in a field-based role.
- Documented damage with photos and detailed reports.
- Engaged with homeowners to explain inspection findings. Answered questions and addressed their insurance claims concerns.

OUTDOOR AND MORE, Long Lake, MN

Maintenance Crew Summers 2021 & 2022 (10-12 hours daily)

- Commended by company owner for time management, efficiency, and work ethic.
- Provided lawn care, tree/shrub care and pruning. Assisted Crew Leader with equipment maintenance/repair. Adhered to schedules and routes per management direction.

ADDITIONAL
EXPERIENCE

EVENT LAB, Minneapolis, MN

Event Crew (Part time) Summer 2023 to Present

- Collaborated with a dynamic team to create high quality events of all sizes for Twin Cities companies. Quickly adapted to schedule changes and met time expectations.
- Strengthened project management, teamwork, and customer service skills.

THOMAS MAHONEY III

COMMUNITY SERVICE EXPERIENCE	<p>STEP, SOCIAL SERVICES ORGANIZATION, St. Louis Park, MN</p> <p>Patient Care Helper August 2024 to February 2025 (30-40 hours per week)</p> <ul style="list-style-type: none">■ Assisted Case Manager in helping patient transition from Guardian's residence to independent living, after her liver transplant.■ Transported patient to and from all appointments. Provided a variety of care services and support.■ Organized and moved patient to new apartment. Led project to ensure safe and accommodating living care needs.■ Acknowledged for effective communication, attention to detail, time management, and observational skills.
CAMPUS EMPLOYMENT	<p>ST. JOHN'S UNIVERSITY, Collegeville, MN</p> <p>Sexton Dining Associate Academic year 2022 to 2023</p> <p>Security Attendant Academic year 2021 to 2023</p>
TECHNOLOGY	<ul style="list-style-type: none">■ Used AccuLynx software and CRM to generate estimates and quotes. Provided tools to create detailed proposals for customers; included features to incorporate accurate measurements.■ Proficient in MS Office Suite
ATHLETICS	<ul style="list-style-type: none">■ Member, St. John's University, Division III Football Team■ Member, Division III Lacrosse Team
TESTIMONIALS	<ul style="list-style-type: none">■ "As a seasoned coach, it is not usual to work with a student who combines talent with diligence, and commitment to the team, quite like Tommy. His work ethic, leadership, and resilience helped to set high standards for the rest of the team, which built the foundation for a successful senior season and has inspired his younger peers to follow the same path. He will use these skills to be successful in the workforce and do great things!" <i>Coach Adam - SJU Men's Varsity LaCrosse Coach</i>■ "Thanks for always taking the initiative and going above and beyond. You make my job easy, and I know your skills will take you far in your chosen career. Your work ethic is exceptional, and it's a joy to see your work always done well and on time. Appreciate everything you do - thank you". <i>Warren Garrett, Owner, Outdoor & More</i>■ "Tom has consistently provided excellent care to the patients he has assisted. I describe him as dedicated, hardworking, reliable, and a team player. His communication skills, work ethic, positive attitude, and collaborative approach would make him a valuable addition to your team." <i>Marion Brummer, Case Manager</i>■ "Tom was instrumental in helping me return to independent living after my liver transplant surgery. His dedication and ability to remain calm under pressure and communicate with me and the team, were key to my successful recovery. It is clear to me that he has the potential to be a great leader, inspiring confidence and optimism in those around him." <i>Dawn Marie Billstrom, Client</i>