

Keith Nixon

214-923-9531 (cell) | build@galaxyprojects.net

Construction Manager

Profile & Skills

A graduate of a Master's of Science in Construction Management at the University of Texas at El Paso, Bachelor degree in Manufacturing and Industrial Technology at Tarleton State University, , with proven experience in construction, project management, and innovation. Specializes in promoting efficiency and solving complex problems.

Unmatched work ethic, problem-solving skills, and learning agility | Proficient in budgeting, forecasting, scheduling, planning, and negotiation | Capable of delegating and accepting delegation | Adept in Microsoft Office, QuickBooks, & Bluebeam Revu

Synopsis of Technical Expertise

- Managed residential developments from \$2-5 million, from raw land and permitting to closing.
- Responsible for RFQ, RFP, RFI, PCO maintenance and completion.
- Deciphered blueprints, specification sheets, manuals, and procedures for accurate project completion.
- Maintained on-time supply chain and logistics planning of deliverables on a continuing schedule.
- Regularly collaborated with architects, engineers, and designers to co-build custom homes.
- Wholly own and operate a custom home construction company currently.

Employment

Galaxy Projects Owner, Construction Manager	Alpine, TX www.galaxyprojects.net	2017- Present
<ul style="list-style-type: none">➤ Manage a high-volume workload for a residential development in a deadline-driven environment and consistently met performance benchmarks in all areas (speed, accuracy, volume, and cost).➤ Coordinate all sub-contractors simultaneously to achieve quality and time objectives.➤ Complete budget estimates for various projects as part of bid processes.➤ Solve problems that arise with various projects through troubleshooting and visioning.➤ Developed a line of custom homes designed to decrease future renovation and redecorating costs with flexible design.➤ Built a raw land development of approximately 21 acres from start to finish; including septic systems, utilities, site work, and residential construction of 8 custom homes.		
Sul Ross State University Adjunct Professor – Industrial Technology	Alpine, TX	2018- Present
<ul style="list-style-type: none">➤ Developed and delivered curriculum for Construction Project Management and Construction Materials courses for the upper-level undergraduate program.➤ Designed and delivered hybrid classes for online learning and field experience for students.➤ Assisted in growing enrollment by 50% in 2019, the highest growth of any department at the university.		
Helix Project Engineer	Washington D.C.	2016- 2017
<ul style="list-style-type: none">➤ Project located in Washington D.C. was \$250 million luxury high-rise hotel.➤ Developed project objectives by reviewing project proposals and plans, conferring with management.➤ Defined project responsibilities by identifying project phases and elements; assigning personnel to phases and elements; reviewing bids from contractors.➤ Determined project specifications by studying product design, customer requirements, and performance standards; completing technical studies; preparing cost estimates.➤ Established and maintained project schedule driven by project plan and specifications; monitoring progress; calculating time requirements; and sequencing project elements.		

- Controlled project plan and costs by reviewing design, specifications, and plan and schedule changes; recommending actions, approving expenditures.
- Prepared project status reports by collecting, analyzing, and summarizing information and trends; recommending actions.

Fox Tank Company

Southern US Region

2013-
2016

Project Manager

- Managed new projects totaling over \$3 million in one year, representing 10% of gross revenue
- Estimating, pricing, and budgeting deliverables on ongoing projects
- Maintained and administered project scheduling, coordination of milestones, and cost changes
- Helped to establish proper systems and processes for internal CRM, quality control, benchmarking, inventory management, safety, and communication strategies
- Developed data analytics tracking systems to facilitate strategic decision making
- Coordinated and oversaw on-site construction of oilfield surface equipment for field production

Education

University of Texas at El Paso

Master of Science in Construction Management

2022

Tarleton State University

Manufacturing and Industrial Management – Engineering Technology – BAAS

2015

Austin Community College

Small Business Management – Certificate

Management Administration – Certificate

2008

Certified Senior Technology Manager, CSTM – ATMAE

2015

Boards

Alpine Community Projects Board member

2022

Big Bend Parks Advisory Board member

2019

Volunteer

Alpine Montessori School Exterior Classrooms for Covid-19 Adaptations, Design/Build

2020

The Alpine Course at Sul Ross – Disc Golf Course, Design/Build

2018