

AMANDA SEAMANS

Georgetown, TX
(512) 658-3336 | amandalouise15@gmail.com

Business Development and Project Management

Business Development | Project Management | Sales | Office Manager

Supervise a wide range of construction projects from start to finish. Responsible for maintaining and cultivating relationships within Multi-Family, Commercial, and New Construction. Finding new ways to market and educate new and existing customers. Highly active in professional networking groups, such as Austin Apartment Association, Austin Association of Facility Managers and Engineers, and Business Owners and Management. Well-versed in construction methodologies. Analytical thinker with excellent organizational skills.

PROFESSIONAL EXPERIENCE

TEXAS MATERIALS, A CRH COMPANY Austin, Texas **2018-2020**

Business Development / Project Management

- Responsible for expanding our business into Multifamily and Commercial
- Responsible for maintaining relationships with current customers
- Generate new prospects by cultivating relationships
- Prepare and create a marketing and education material for customers
- Handle projects from incoming lead until finished
- Manage crew while on job site to ensure a smooth process for us and the customer

IMPACT FLOORS, Austin, Texas **2017-2018**

Account Manager

- Manage current accounts and assist customers with orders
- Generate new prospects by cultivating relationships

LONE STAR PAVING, Austin, Texas **2015-2017**

Project Manager / Estimator / Office Manager

- Responsible to expand our business into Multifamily and Commercial
- Manage incoming leads and generating new leads by cultivating new relationships
- Manage monthly financial reports to improve job costing and increase margins
- Create trade show marketing messages for both new and existing customer

RAMMING PAVING, Austin, Texas **2010 - 2015**

Estimator / Director of Operations for Seal Coat and Striping Department

- Top salesperson in Seal Coat and Striping
 - Manage incoming leads and generating new leads by cultivating new relationships
 - Ran the schedule for both a 7 man Seal Crew and a 3 man Striping Crew
 - Optimized man power and equipment to create more profit
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CERTIFICATIONS

Certified Apartment Supplier - 2017

1-B HMA Roadway Specialist - 2015

PROFESSIONAL AFFILIATIONS

Austin Apartment Association

Austin Apartment Association - Board of Directors 2019 - Present

Austin Apartment Association (AAA) – Ambassador of the Year 2016-2017

Austin Association of Facility & Management (AAFAME)

AAFAME Programs Committee – Chair

Business Owner and Management Association

VOLUNTEER

AAFAME Volunteer Star Award – 2016

Doc and Gayle Young Food Drive

Special Olympic Winter Games

REFERENCES

Jessica Clements – jessica@lspaving.com 512-298-7457

Jim Ramming – jim@lspaving.com 512-695-7272

Amy Ables – amy@aafame.org 512-828-7455