

Mobile: 202-669-4534

Richard S. Anderson, RCDD CSI CDT

Project Manager / Designer

Email:
richard@servamatic.net

"People like Richard who are willing to go above and beyond are a great find"

-Jerry L. Bowman-

Director, ACE & Advanced Technologies, Systimax

Professional Project Manager with proven and verifiable record of improving business results. Experience designing and delivering technical training and writing technical documentation; proven ability to explain complex technical products and processes to end users of all capability levels. Possesses effective communications skills. Demonstrated ability to work in collaborative teamwork relationships and to lead multi-faceted group activities. Goal oriented with solid planning and organizational abilities complemented by meticulous follow-through.

Professional Experience

Servamatic

Principal

March 2009 – Present

Independent consultant. Services offered:

Author specifications, RFQ's and RFP's for projects, respond to RFI's. Create, administer, and maintain project schedules on behalf of clients. Assist in selection of contractors. Create commissioning criteria, perform Quality Assurance inspections and generate documentation for clients. White paper and technical design manual creation.

RTKL Associates Inc.

Associate

June 2006 – March 2009

Project Manager

Conduct site surveys and assess client needs and capabilities for infrastructure installation and/or upgrades. Create and manage RFP process, respond to RFI's and negotiate with vendors and bidders on behalf of our clients. Monitor contract and develop schedules. Manage, approve, disapprove, and/or renegotiate change orders with contractors on behalf of the client. Evaluated contractor system commissioning methods and results. Mentor junior personnel. Project Manager and Lead Designer of systems including Voice, Data, Video (CCTV/CATV), outside plant, network electronics, security and access control, and emergency notification systems for projects such as:

White House Press Room Renovation

Stanford University Medial Center

St. Agnes Hospital

U.S. Capitol Visitors Center

Northwest Community Hospital

RTKL new DC offices

U.S. Senate Media Project

American Trucking Associations

Veterans Administration Hospital

Leviton Voice and Data /Seattle, Washington

Training and Certification Program Manager

February 2005 – May 2006

Strategic Technology Group- Applications Engineer

Handle the general management of Leviton CCS certified contractor program. Effectively facilitate contractor and instructors training to deliver CCS content. Update and prepare instructional materials to be used in contractors and installers' training. Direct and train staff to review submitted test outputs for inclusion in Warranty. Deliver prompt response to any requested exceptions to installation warranty issues. Conduct research and development of new product line involving both electrical and data communications. Facilitate Contractor Council meetings to introduce new concepts subject for evaluation. Product evaluation and testing using various methods to replicate actual use to determine possible issues. Instrumental in market evaluations and cost comparison before product launch

Data Cabling Service Inc. /Boise, Idaho

Distribution Designer – Project Manager

2003 - 2005

Charged with multiple responsibilities such as project management, system infrastructure design, product estimation and take offs, and Fiber Optic design and installation. Communicated with customers, consultants, sales reps, and engineers from numerous organizations to evaluate coordination of product and service against company standard. Project management and field installation on national rollout projects, such as LOWES, Wachovia Bank, Northwest Mutual. All projects completed on time and within budget. Processed ordering and production of job materials. Provided technical expertise to field technicians. Created As-Built drawings using AutoCAD LT and Visio.

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Self-Employed /Boise, Idaho

Certified Trainer - Consultant

2001 - 2003

Formulated and executed effective training strategy in fast-paced learning environment
Administered and assessed hands-on examinations
Generated documentation for all tested and certified cable installations
Linked product development with various manufacturers
Authored specifications for jobs, RFQ's and RFP's, Responded to RFI's
Created, administered, and maintained project schedules on behalf of clients
Assisted in selection of contractors for clients
Created commissioning criteria and followed up with inspections upon project completion
Performed Quality Assurance inspections for clients

Leviton Voice and Data /Seattle, Washington

Application Engineer

April 2001 – December 2001

Provided input and support to product development teams
Analyzed new products and generated instruction sheets for installers
Formulated competitive product evaluations, authored "White Paper" on competitors products
Re-engineered existing products and designed new products currently in production to increase sales

EWCo. Inc – Data Communication Division /Boise, Idaho

Product Manager

1999 - 2001

Comparatively analyzed numerous products from several manufacturers for inclusion in our product line
Handled inventory management and generated a new data communication division. Trained installers from several companies on various product lines such as X-10, ChannelPlus, Pass & Seymour, and Middle Atlantic

Self-Employed /California, Idaho

Electrical, General and Data Cabling Contractor

1990 - 1999

Owned and managed small licensed contracting shop, with maximum of 4 employees
Completed numerous small commercial electrical / telecomm design build projects
Planned, designed and installed structured cabling systems for residential/commercial establishments.
Provided planning and construction for small buildings including the maintenance of project schedules for building, wiring and cabling single family homes

IBEW Local 302 /Martinez, California

Apprentice to Journeyman Electrician

1986 – 1990

Charged with various responsibilities concerning all aspects electrical construction. 4 years OJT and night school to learn all aspects of electrical theory and installation.

Servamatic System /San Ramon, California

Director of Risk Management

1981 - 1986

Implemented compelling cost-saving measures
Created, designed and implemented all aspects of a comprehensive risk management department.
Authored company procedures manual that detailed all loss prevention and safety practices
Supervised department staff including hiring, assigning work assignments, and providing performance evaluations