

DOUGLAS EDWARD HOFFMAN, P.E.

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Vice President

Director of Land Development/Land Development Manager

Accomplished senior-level professional with demonstrated expertise and performance in high-level management.

CORE COMPETENCIES

- Team Management
 - Budgeting
 - Governmental Agencies
 - Contract Management
 - Bidding/Contracting/Negotiation
 - Feasibility Studies
 - Site Design
 - Scheduling
 - Permit Compliance
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HIGHLIGHTED CAREER ACHIEVEMENTS

- **Team Management** – Managed a team of consultants, engineers, contractors and personnel to deliver projects in multiple municipalities throughout Florida in accordance with projected budget and schedule.
 - **Budget Management** – Created and maintained department budgets
 - **Procurement/Contracting** – Responsible for bidding and selection of contractors and consultants. Review and negotiate bids, value engineer plans in order to optimize corporate return on investment.
 - **Due Diligence/Feasibility Studies** – Responsible for due diligence review and creation of feasibility budgets for all potential land acquisitions.
 - **Governmental Agencies** – Demonstrated knowledge and practice of laws/regulations pertaining to engineering and infrastructure throughout the State of Florida
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PROFESSIONAL EXPERIENCE

JEM Equipment Corp, Orlando, Florida

2008 – Present

Vice President

- Manage all aspects of a commercial/residential development contractor including: personnel management, project management, bidding, estimating, contracting, marketing and business development.
- Coordinate with local municipalities to obtain project approvals
- Lead employees to meet company objectives.
- Negotiate contracts with clients and sub-contractors

PULTE HOME CORPORATION, Orlando, Florida

2004 – 2008

Quickly promoted from Assistant Project Manager to Land Development manager due to proven ability to deliver on company objectives.

- Effectively managed a team of consultants, land personnel and contractors to deliver projects from acquisition phase to final closeout. Simultaneously managed 30+ projects in all phases of development
- Conducted feasibility studies/due diligence reports for all potential land acquisitions
- Responsible for selection of contractors, engineers and consultants
- Built and maintained relationships with staff of local municipalities/utility providers
- Created and maintained land development budgets in excess of \$100M
- Worked with all corporate departments to effectively solve problems and improve turnover process

ORANGE COUNTY UTILITIES, Orlando, Florida

2000 – 2004

Staff Engineer

- Reviewed commercial and residential engineering plans for compliance with Orange County Utilities standards.
- Assisted in creation of updated Utilities Manual of Standards and Specifications
- Participated in Development Review Committee
- Member of Orange County Emergency Operations Committee

ARDAMAN & ASSOCIATES, INC, Orlando, Florida

2000

- Conducted Phase I/II Environmental Site Assessments
- Participated in petroleum tank closures
- Performed field testing and sampling

EDUCATION

BS Environmental Engineering, University of Florida, 1999

MBA, University of Florida, 2005

CERTIFICATIONS

- STATE OF FLORIDA PROFESSIONAL ENGINEER
- STATE OF FLORIDA CERTIFIED STORMWATER INSPECTOR

COMPUTER SKILLS

- MS OFFICE
- MS Project
- AutoCAD
- AGTEK
- ArcGIS