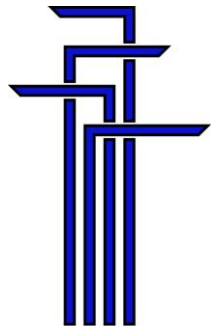


Sepehr Nayeri



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OBJECTIVE

A position in CAD and technical design that will allow for further development and advancement in your industry

EXPERIENCE

Customer Service/Yard and Warehouse Sales Representative, Central Valley – Saint Helena, CA 2014–2018

Customer Service: responsible for finding the best material for the customers and make it easy for them to find the best product for their projects. Inputting tag-orders for customers and assisting in loading and unloading products and materials, often using a forklift. Stocking materials, control numbers, invoicing, and making orders ready for transfer.

Customer Service Representative/Cashier, Western Convenience - Broomfield, CO 2013–2014

Managing a variety of departments including cash register, invoice control and receipts, stocking of merchandise, running the over-night operation of the store, and customer service.

Independent Consultant, Armani House of Design - Esfahan, Iran 2011–2012

Overseeing the technical aspects of several construction and remodeling projects simultaneously in residential building start-ups and directly managing the technical staff and setting objectives for the team.

Customer Service, Home Depot - Boulder, CO 2010–2011

Customer Service responsibilities and functioning in a wide range of technical duties

Manager, Urban Development, City of Esfahan – Esfahan, Iran 2005–2010

Responsible for approving final urban development projects to enter construction phase. Additionally, responsible for overseeing contract management and arranging tenders.

Project Manager, City of Esfahan - Esfahan, Iran 2002–2005

Responsible for overseeing city development projects and ensuring their completion and quality. Working under tight deadlines and managing vendors and contractors executing various city development projects.

Contractor, Department of Civil Engineering of Esfahan - Esfahan, Iran 2001–2002

Responsible for recruiting and managing vendors and contractors working on mid to small size projects for the City of Esfahan. Also responsible for developing the terms of the contracts for each project and ensuring their timely conclusion.

Engineering Analyst, Azarfelezan Inc. - Esfahan, Iran 1999–2001

Responsible for design and financial analysis of steel structure productions as a civil engineering consultant. Also worked with the construction management team of the company assisting with the design and calculations of the products in an advisory position, ensuring a high quality level of products.

EDUCATION

Digital Design Graphics Technology A.S. Degree from Napa Valley College
Expected graduation date of Summer of 2020.

Azad University, Iran

B.S. Civil Engineering Class of 1998 – Graduated with Honors

SKILLS / CERTIFICATIONS

People Management – Technical and Administrative staffs
Construction Management Experience
Customer Service Experience
Proficient with Microsoft Office Applications
Licensed Fork-lift Operator

Proficient with Autodesk AutoCAD
Proficient with Autodesk Inventor
Experienced Engineering Supervisor
Experienced Project Manager
Experienced Contracts and Pricing Consultant
Autodesk Certificates of Achievement in AutoCAD
and Inventor