**Nathan Farias-Knightly**

NathanDKnightly@gmail.com ❖ (702) 417-2390 ❖ Las Vegas, NV ❖ <https://www.linkedin.com/in/nathan-farias-knightly-932032244/>

**OBJECTIVE**

Recent college graduate transitioning from project management into accounting. Successful experience managing multi-million dollar construction projects. Currently a candidate for the uniform CPA exam and actively pursuing 150 credit hours.

**EDUCATION**

**Western Governors University Graduated July 2024**

*Bachelor of Science Business Administration: Major Accounting Salt Lake City, UT*

* WGU Academic Certificates in Leadership, Accounting and Strategic Thinking and Innovation

**CERTIFICATIONS, SKILLS & INTERESTS**

* **Skills:** Strategic planning, Excel, Microsoft Word, PowerPoint, BlueBeam, inventory reconciliation, AP/AR reconciliation, negotiations, inventory forecasting and logistics, project management, quality assurance
* **Interests:** Brown Belt in Brazilian Jiu-Jitsu, Chess enthusiast

**WORK EXPERIENCE**

**Gilmore Construction LLC April 2023 –Present**

*Senior Project Manager Las Vegas, NV*

* Manage the full lifecycle of construction projects, including planning, scheduling, budgeting, and execution.
* Develop and maintain project schedules, tracking progress and adjusting plans as necessary to meet deadlines..
* Communicate project status updates and milestones to stakeholders, providing regular progress reports.
* Collaborate with clients to address concerns and ensure satisfaction with project outcomes.

**Focus Framing Door and Trim LLC April 2014 – November 2022**

*Project Manager, Multi-Family Estimator and Lead Single Family Estimator Las Vegas, NV*

* Analyze project specifications, drawings, and other documentation to determine project scope and requirements.
* Utilize estimating software to accurately calculate project costs and generate comprehensive bid proposals.
* Maintain accurate records of estimating activities, including cost breakdowns, vendor quotes, and bid documents.
* Perform quantity takeoffs and prepare detailed cost estimates for labor, materials, equipment, and subcontractor services.

**C.R. Virata and Associates December 2012 - April 2014**

*Real Estate Appraiser Assistant Las Vegas, NV*

* Communicated with clients and coordinated appraisal appointments and property access.
* Assist certified residential appraisers in conducting property inspections and gathering relevant data for appraisal assignments.
* Maintain organized appraisal files and documentation, ensuring accuracy and completeness of records.