



Matthew Smith

CAD Technician / Contracts Manager

Roles and Responsibility:

Matt undertakes the take off and measurement for all projects undertaken by H.H. Smith, has overall responsibility for the company marketing material and web updates and undertakes Project Management on a variety of projects. His roles include:

- Estimating project quantities
- Use of CAD to design and develop project works
- Updating of company web & social media sites
- Collection and collating company marketing materials
- Dissemination of marketing materials
- Project Managing design led works

Profile:

Matt has worked at H.H. Smith since 2001, he undertook an apprenticeship experiencing all aspects of a construction site, working initially labouring for all major trades to eventually working as assistant site manager on a 500K project.

With a keen interest in design & planning Matt joined AEW Architects as an architectural Technician. Over the next 4 years' experience was gained in developing construction idea's to conception drawings through the use of Auto CAD and Photoshop.

In 2008, Matt returned to H.H. Smith to develop and use his design skills within the family business. Matt is influential in most projects from take-off, ensuring accurate pricing can be undertaken, designing construction details throughout the build process, tendering works and managing individual projects which require design development with both client and local authorities to obtain approvals .

His artistic strengths are now utilised in developing the company's marketing materials, website development and monitoring and maintaining the company's exposure on social media sites.

Recent Projects:

Matt has experience of working across all sectors of the market:

- Smithills School, Bolton - £800K (2015 / 2016)
- St Peters, Bolton - £320K (2015)
- Prestwich Arts College - £107K (2015)
- Stockport College, Student Union Building - £975K (2013)

Qualifications:

HNC Building Studies (2005)

ONC Building Studies (2003)

SMSTS Qualified (2011)

Training/ Courses:

MS Projects

Asbestos Awareness Course

Trained in First Aid

Strengths:

Grass root level of experience with knowledge of complete building process

Detailed knowledge and understanding of all trades and how they integrate

Project measures using Auto CAD

Marketing & Web Development

Strong I.T skills