**R**OBERT **T**. **N**ICHOLS

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**SKILLS**

Geographic Information Systems (GIS) Services: Custom Catalog Residential Plan Design provided to
Petroleum, Natural Gas, Civil and Architectural, Etc. track custom builds.
Map Topological and Ariel Generation (GIS) specific, Renovation, Remodel, and Interior Design Plans. Permit Acquisition, Safety and Damage Control. Landscape Planning, Outdoor Living and Auxiliary Management of 100+ Employees on staff at Building Design.
any given time. Civil Planning and Site Layout Design via Surveyors
Procurement of Permit Payment and the issue of checks calculations or GPS assisted solutions.
to Mineral and Surface Owners. Business Management Commercial, Hospitality, Restaurant Renovation and
with Bank Balances of $500,000 + Planning. Hotel Food and Beverage Management,
Office Communication , Banking, Utilities, Courthouse Scheduling, Payroll, Inventory and Entertainment
Documentation, Mineral and Permit agent scedualing. Booking.
Management of Office Employees 20 + Scheduling & Client Advocacy and Consultation provided for the
Payroll above services from start to finish of project.
Residential Plan Design providing complete Construction Quarterly Business and Sales Projections with weekly
Prints with consulting throughout completion of job. updates on construction and all progress reports.

**SUMMARY**

 A motivated professional with over 25 years of experience who takes pride in being able to take a customer's request
and create turnkey results. Adapt at overcoming objections and relentlessly working to complete tasks. Beginning with
customer service, sales and project coordination has helped adapt to ever-changing situations. Possessing strong initiative
and organizational skills, combined with ability to work well under pressure.

**WORK HISTORY**

**Utility Design - 01/2014 to Current
Byers Engineering -Flowood, MS
Utility Drafting and Design:**

Generation of working designs for AT&T and contractors as to complete jobs in the Central Mississippi, South
Carolina & Florida areas
Job pricing, contacting of other utilities as to transfer of service, confirmation of Right of Way and all permits
needed
Software applications: Micro Station, Map Viewer, Google Earth, NJUNS, Auto CAD and all custom AT&T programs.

**Operations Coordinator - 01/2005 to 11/2014
Working Images Inc. - Trans Canadian Pipeline,**  **Devon, Pioneer, Texas Crude, Chesapeake and Antero**

**GIS Mapping / Custom Drafting and Design / Surface, Mineral and Right of Way Permitting:**

Turbine and Naturally Aspirated Fabrication and Design of Gas Compressors and Piping,
Map Generation, Right of Way, Mineral and Permit Acquisitions. Daily Coordination meetings.
Business Management and Payroll, balances of $500,000 +. Check distribution to Surface and Mineral Owners.
Weekly OSAH Safety Coordination and Training. Damage assessment and location of contractors for all repairs.
Software Applications: Autodesk Land Development, ESRI (Arch View) 9.0-10.1, Global Mapper, Map Info, Micro
Station, All Microsoft Office Products and All Microsoft Products

**Owner - 01/1994 to 01/2005
Working Images - Brandon, MS
Architectural, Mechanical, Civil and Interior Design:**

Residential and Commercial Construction Design Drawing Packages
Residential and Commercial Interior Design Drawing Packages
Complete Construction and Landscape Design Drawing Packages
Community Utility and Property Boundary Design
Software Applications : Autodesk Architectural, Mechanical, Civil, ESRI ( Arch View) ,

3D Vis, Solid Works and Micro Station

**Operations Manager - 01/1989 to 01/1994
Holiday Inn - Jackson, MS
Day to Day Hotel Operations / Food and Beverage:**

Employee Scheduling and Payroll
Quarterly Business and Sales Projections
Entertainment Booking / Special Events
Banquet Setup and Operations
Inventory and Supply for Hotel, Restaurant and Lounge
Customer Hospitality Satisfaction

**AFFILIATIONS**

Member of Mississippi Home Builders Association
Home Builders "Tour of Homes"
Flowood Chamber Commerce
IAGC - International Association of Geophysical Contractors
ESRI - Arch View, Landworks

**EDUCATION**

**Associate of Applied Science: Drafting and Technological Design: 1998-2000
Holmes Community Collage - Ridgeland, MS**

Architectural, Civil, and Mechanical Desktop Design, Land Survey, Cost Estimating, Computer Networking and Repair
Work study with Koch Gateway Pipeline. Software Applications: Auto CAD 14, Auto CAD 2000 I, GPS Mapping, Arc View,
Soft Plan 8, and Solid Works

**ADDITIONAL INFORMATION**

 Auto CAD 14 – 2016 (Inventor, Architectural, Mechanical and Civil Desktop) Interior Design, GPS Map Generation,

CAD Overlay, Solid Works, Damage Control, Field Scouting, ESRI 9.0-10.1, Map Info, Surveying, 3D Viz, Micro Station, Microsoft Word, Excel, Outlook, Power Point, Access, Computer Networking, Teleconferencing, Web Page Design, Payroll, Business Management with Balances of $500,000 +, Employee Management and OSHA Certified Safety Training.