

MARILENA SINIGAGLIA

305.965.0999 – marilenasinigaglia@gmail.com – Greater Miami Area
<https://www.linkedin.com/in/marilena-sinigaglia-a53a3031/>

LEADERSHIP PROFILE

Multilingual Project Leader, Trained Architect, and Licensed General Contractor with a distinguished record of achievement in synthesizing the interests of multiple stakeholders in the successful end-to-end lifecycle management of residential and commercial real estate development projects. Forward-thinking problem solver who draws upon a detail-oriented and poised management approach in guiding cross-functional teams through the complexities and high-pressure demands of startup, in-progress and turnaround projects. Confidently serves as the face of developers/owners to represent and protect their interests.

Straightforward communicator who leads with authenticity, transparency, and integrity and cultivates lasting business relationships of trust. Process champion highly skilled in bringing together resources to effectively manage and redirect/salvage stalled, behind-schedule, and over-budget projects. Lifelong learner who is passionate about making a value-driven contribution to customers. Anticipates new trends and draws from a wide range of design influences to align project plan with customer vision.

AREAS OF EXPERTISE

Large-Scale Project Management · Planning, Architectural Design & Construction · Real Estate Development
Change Management · Startups & Turnarounds · Operational Excellence · Cross-Functional Team Performance
Client/Contractor Relationship Management · Complex Negotiations · Customer Requirements/Experience
Risk Mitigation/Management · Regulatory Compliance · Project Finance · Budget Planning & Management
Contract Management · Process Design/Implementation · Quality Assurance · Worksite Inspection & Management

SELECT ACHIEVEMENTS

- Currently represents developer in coordination/management of all contractor projects, site inspections, and quality assurance supporting phase I construction of three, 8-unit boutique condominiums with focus on on-time delivery within budget.
- Took over leadership of South American architecture firm managing 272-apartment and 580-apartment (Phases 1/2) residential projects. Quickly established relationships with developers and took on accountability for worksite/project management as well as contractor and supplier selection. Delivered projects on time and within budget targets despite temporary gap in leadership.
- Recruited by former customer to serve as architect worksite inspector for \$32M, 547K-sq.-ft., 121-apartment project within high-end, exclusive market. Effectively managed diverse personalities, addressed customer change orders, and ensured compliance with contract specifications, industry standards, and regulations. Project was completed within timeline/budget goals.
- Transitioned with ease to effectively manage projects and multinational teams in North America, South America, and Europe.
- Key member of design and construction teams that led on-time, on-budget completion of multimillion-dollar projects spanning commercial, residential multi-unit, and resort/vacation properties as well as single-family residences.

PROFESSIONAL EXPERIENCE

SFRE DEVELOPERS GROUP, LLC, Coral Gables, FL | 2016 – Present
(real estate development group with focus on multi-unit residential projects)

Architect / Project Manager / Site Inspector

Recruited to manage construction-phase coordination of subcontractors, site inspections, and quality assurance for Casa Menores boutique condominium project. Project is currently in early-stage construction of first of three 8-condominium structures.

- Visits site daily to represent developer/owner and ensure that project remains on track with scheduled timeline.
- Works directly with general contractor to coordinate all projects, changes, budgets, and deadlines.
- Project-manages all construction activities while monitoring performance against budget projections.
- Collaborates with general contractor on all on-site inspections to monitor the process as the developer's representative.
- Meets regularly with developer/owner to provide comprehensive update on progress and areas of concern.

GSL HOME BUYERS, LLC, Coral Spring, FL | 2015
(privately held development and property management company)

Director of Design & Construction Development / Architect

Held accountability for the customer relationship throughout the home-building process.

- Worked with customers to solidify each contract with the home builder. Maintained ongoing relationship to answer questions, provide updates on progress, effectively manage requests for change, and ensure an overall positive customer experience.
- Maintained a presence at the construction site to coordinate subcontractors and direct field/quality assurance inspections.

FONDO DE VALORES INMOBILIARIOS, Caracas, Venezuela | 2013 – 2015

(publicly held Venezuelan company specializing in commercial real estate investment, development, and promotion with high-end markets)

Architect / Project Manager / Site Inspector

Recruited by former client to design and provide on-site management of new construction, renovations, and upgrade projects for existing shopping mall and all retail tenants/storefronts.

- Effectively served as a liaison between multiple general management, operations, facilities, retail, architectural, and regulatory stakeholders to align change requests with overall aesthetic requirements and business strategy.
- Provided administrative leadership, budget management, and quality assurance for each new project.
- Developed and secured all contracts; oversaw all contractor/supplier relationships.

PROMOTORA TAMACUARI C.A. / INVERSIONES PARQUE LOS SAMANES C.A., Caracas, Venezuela | 2011 – 2013

(privately held design, architecture, engineering, and planning firm)

Architect / Owner

Took over ownership and management of architecture firm. Effectively led team through completion of projects and successfully closed business to pursue new opportunities.

- Quickly assessed project status, established relationships with client, and led team in completing key projects:
 - 272-apartment residential project in Valles del Tuy
 - Phase 1 of Maracay residential project (280 apartments)
 - Phase 2 of Maracay residential project (300 apartments)
- Developed/secured proposals, conducted field inspections, monitored worksites, and managed suppliers/contractors.

INGENIERIA DOCHAM C.A. (Residencias Tolon), Caracas, Venezuela | 2009 – 2011

(privately held real estate development company)

Architect / Project Manager / Site Inspector

Recruited by previous client to support winning bid for \$32M, 121-apartment (547K sq. ft.), mixed-use development project within an exclusive neighborhood.

- Visited site daily as a worksite inspector. Represented developer while effectively managing customer requirements.
- Carefully evaluated and tracked all contractor/subcontractor contractual requirements and managed budget.
- Project successfully completed within timeline and budget goals.

MAYTAG INGENIERIA C.A., Caracas, Venezuela | 2003 – 2009

(privately held design, architecture, engineering, and construction firm)

Contracted Architect

Led design and general coordination of numerous renovation/upgrade projects within residential, recreation, and commercial markets.

- Developed and maintained relationships to bridge the gap between contractors/suppliers and customer needs.
- Project-managed a wide range of development projects and conducted all worksite inspections.

Additional: Contracted Architect for numerous design, architectural, and engineering firms in Padua, Italy, and Caracas, Venezuela.

EDUCATION & QUALIFICATIONS

Bachelor of Architecture, Universidad Jose Maria Vargas, Caracas, Venezuela

Licensed General Contractor, State of Florida.

Construction Project Manager, Miami Dade College

Certificate, Finances for Nonfinance Executives, Instituto de Estudios Superiores de Administración (IESA), Caracas, Venezuela

Advanced knowledge of AutoCAD. Fluent spoken English, proficient written English; native Spanish and Italian.