

# John Galleymore

Email: [REDACTED]  
[REDACTED]  
[REDACTED]

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## PROFESSIONAL PROFILE

I am a focused and proactive person adopting a motivated and positive approach to all tasks, with a commitment to deliver the highest standards of service at all times.

Key assets are my strong attention to detail, the ability to communicate with clients and staff at all levels and a natural ability to work under pressure.

I believe I am a resourceful, organized and competent leader who motivates and encourages others to achieve team goals and objectives.

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## EDUCATION AND QUALIFICATIONS

**IRCSM:** Iraq Reconstruction Campaign Service Medal

**HNC:** Higher National Certificate in Construction

**ONC:** Ordinary National Certificate in Construction

**CITB:** Indentured Apprenticeship (1988)

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## PROFESSIONAL TRAINING

- IOSH Construction Safety
- MIRA (Medicine in Remote Areas) First Response Trauma Medic

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## KEY I.T. SKILLS

- Word, Excel, Internet & Outlook Email, MS Project

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## SUPPLEMENTARY INFORMATION

- Served 3 years British Special Forces (21 SAS)

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## CAREER SUMMARY (overview)

**2009-Present** *Executive Operations Manager, Private Estate / Private*

- Working directly for a major A-list celebrity / actor, running a 10 acre private estate on a private island in the British West Indies. The Estate consists of multiple properties.
- Overseeing all aspects of work from daily maintenance tasks, new construction projects, security.
- Guest liaison – ensuring the comfort and privacy of high-end guests, and the Principles family and friends, while in residence.
- Responsible for overseeing on-site staff both permanent and casual.

- Conferring with the Principle regarding construction, maintenance and future development of the Estate.
- Sourcing and employing contractors and vendors and ensuring the most competitive costs are achieved.
- Receiving and managing funds from the Principle and directly allocating funds and payments to contractors and staff after successful and satisfactory completion of works.
- Utilizing 25 years of construction and management experience to foresee and predict potential property issues and then planning and executing the required projects.

**2008-2009**                      *Deputy Construction Manager / Construction Site Manager, KBR-UK*

- Based within hostile environments in Iraq with responsibility for overseeing the construction of numerous secure and hardened structures made up of heavy steel frames and pumped reinforced concrete to withstand ongoing aggressive attacks
- Providing management and support to a multi-national team of staff during a £90m project for the UK Ministry of Defence

**Achievements:**

- Successfully achieved the Corporate “Most Valued Person” Award for outstanding contribution to the project

**2007**                              *Project Manager, Parrot Cay Island*

- Undertaking high profile refurbishment projects on the homes of various clients including actor Bruce Willis, designer Donna Karen and musician Keith Richards for a prestigious local company in the British West Indies

**2006-2007**                      *Construction Manager, Molasses Reef*

- Managing and overseeing the construction of a \$150m flagship Ritz-Carlton Reserve complex on West Caicos, an uninhabited island in the Caribbean
- Implementing effective management and organisation of over 400 staff members, covering 22 separate buildings including ground works, R.C frame buildings, large scale concrete pumping, block work and timber & roof work
- Ensuring all work is carried out in line with initial client specifications and completed to an exceptional high class interior and exterior finish
- Maintaining strong communications with the Project Manager, Client Representatives, Site Engineers, Plant Contractors, Suppliers and other support staff to ensure high quality performance and production
- Consistently planning ahead for the most fundamental issues that may occur and initiating a vast range of basic logistical items including new road layouts and fresh drinking water for all staff
- Delivering relevant training to new and existing personnel and ensuring full compliance with all Health and Safety procedures and company legislations

**1997-2006**      *UK Construction industry*

- Details available if requested

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**INTERESTS AND ACTIVITIES**

**Currently include:** Marathon Running, Swimming, Free-Diving, Boating. SCUBA

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**STATUS**

Married – no children

British national

Full driving license

Pet friendly

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