

**Project Management Association of Canada
Association de gestion de projet du Canada**

**Certified Project Management Associate (CPMA)
*Online Exam Application Form***

Personal Information	
Full Name:	Zeqing Wu
Date of Birth:	1992-Apr-07
Citizenship:	Chinese

Contact Information			
Address:	Unit 8- 7651 Turnill Street		
City:	Richmond	Prov:	BC
Country:	Canada	Postal Code:	V6Y 4M4
Home Phone:			
Cell Phone:	604-618-4017		
Fax:			
Email:	Simonwu.0407@gmail.com		

Employment			
Job Title:	Project Coordinator		
Employer:	Pedre Contractors.Ltd		
Industry:	Construction	# Staff:	50-200
Address:	26620 56Ave, Unit 101		
City:	Langley	Prov.:	BC
Country:	Canada	Postal Code:	V4W 3X5
Work Phone:	604-881-2411		

Current Assignment:	Current Ongoing Construction Service: Metro Vancouver- Central Park Main No.2 Phase 1 Metro Vancouver- Kennedy Newton Main (72 nd Ave to 63 rd Ave) City of Vancouver- 5058 Joyce Street Sanitary Upgrade City of Vancouver- 30 th Ave & Cambie Street Sanitary Upgrade
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Knowledge, Experience, and Qualifications			
Profession:	Project Management		
Summary of your last three employments:			
<i>From Date</i>	<i>To Date</i>	<i>Employer</i>	<i>Position</i>
2017-March	2018-August	Alliance Freeze Dry	Senior Associate Project Manager
2018-August	Present	Pedre Contractors,Ltd	Project Coordinator

Experience Working in Projects:

(Please note that some candidates may be involved in a combination of project work and functional work within the same organization. This section asks the candidate to describe their experiences in project-related work. All candidates must document at least 1 year of project-related work.)

Completed Project List:

City of Vancouver- 5058 Joyce Street Construction of Sanitary Sewer
Aug 2020 – Present

Metro Vancouver- Construction Services for the Central Park Main No.2- Phase 1
Aug 2020 – Present

BC Hydro-Burnaby Voltage Increase
Jul 2019 – Jul 2020

District of Squamish- Clarke Drive & HWY 99 Intersection Improvement- Phase 1 & 2
Nov 2018 – Jun 2020

City of Maple Ridge- Dewdney Trunk Rd Watermain Replacement
Jul 2019 – Apr 2020

City of Surrey- Robson Storm and Sanitary Sewer Upgrades- Phase 1
Aug 2018 – Aug 2019

City of Delta-109B Street Sanitary Sewer Replacement
Aug 2018 – Mar 2019


Roles & Responsibilities: Project Coordinator/ Senior PM Assistant


- Work closely with the Project Manager and Superintendent to keep tracking the project progress including costs, schedule, change order and quality control
- Create, maintain and delivery all project documents and files (RFIs, RFQs, RFCs & Monthly Progress Payment etc.)
- Assist the PM in the review of Sub-Contractor & Supplier quotations to ensure that only fair and reasonable pricing is recommended for approval
- Maintain strong work relationship with subcontractor (Daily Production Report Checking, Daily Safety Toolbox Talking, Incident Report Checking)
- Review field inspection reports from Consultants throughout the lifecycle of the project
- Issue Contracts, Letters of Intent, Purchase Orders, etc
- Develop monthly progress payment report for the Project Manager
- Assists the Project Manager, Site Superintendent and Health & Safety Manager with establishing project hazard & risk assessment document
- Project related invoice & site crews' timesheet & back up document approval with correct cost code and develop document control on foreman's daily report
- Archiving close out documents, conduct deficiency walkthrough and prepare deficiency restoration plan

<p>Post-Secondary Degrees or Diplomas:</p> <p>Master Degree: Engineering Project Management- Griffith University (Australia)</p> <p>Bachelor Degree Mechanical Engineering- Loughborough University (UK)</p>
<p>Project Management Qualifications / Training:</p> <p>Certified Associate In Project Management (CAPM)- PMI (ID:4822349)</p>
<p>Professional Memberships:</p> <p>Certified Associate In Project Management (CAPM)- PMI (ID:4822349)</p>

References			
<i>Please provide three references who can verify your experience and qualifications.</i>			
Name	Company	Phone	Email
Erik Frankson	Pedre Contractor	604-992-3342	efrankson@pedre.ca
Jonas Moon	Pedre Contractors	604.329.5900	jmoon@pedre.ca
Bardia Harmedy	Pedre Contractors	778.682.4680	bhamedi@pedre.ca

Candidate Acceptance of Terms
<i>The PMAC-AGPC Certification Board retains the right to accurately verify all claims made by me. I further understand that references can be contacted by the assessors and I give my full consent to this.</i>
<i>I am well aware of the conditions of the certification process, such as delivery of project, programme and portfolio data and the requirement to pay a certification fee. Furthermore, I am well aware of the obligations of an individual certified in project management and of the consequences of misusing a certificate and of any interruptions in the continuity of my engagement in project management.</i>
If certified, I would like to have my name (<input checked="" type="checkbox"/> published <input type="checkbox"/> not published) in the PMAC Directory of Certified Persons and in the directory published by the IPMA.

Signature:	Simon Wu 	Date:	2020-11-24
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Guarantor			
<i>Certification exam applicants must have their identity verified by a guarantor.</i>			
<i>An eligible guarantor must meet all of the following criteria:</i>			
<ol style="list-style-type: none"> 1. <i>Must be at least 18 years of age</i> 2. <i>Must have known the candidate for at least two years</i> 3. <i>Must be a member of one of these professions: teacher, engineer, lawyer, nurse, doctor, or a notary public; OR must be a project manager and member of the PMAC for at least two years.</i> 			
Name:	Jonas Moon		
Profession:	Engineer-P.Eng		
Phone:	604.329.5900		
Email:	jmoon@pedre.ca		
I hereby attest that I am at least 18 years of age, and that I have known the candidate for at least two years.			
Signature:	Jonas Moon 	Date:	2020-11-24

Please fax the completed, signed form along with a résumé or curriculum vitae to the PMAC at +1 (905) 986-5777 or scan and email the documents to certification@pmac-agpc.ca

Information gathered on this form will *only* be used for certification administration purposes.

Author	Kevin Aguanno
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Released by	Last name	Date	Signature
PMAC-AGPC CB management	Selver	December 21, 2012	
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2.0	Updated file structure & added IPMA logo	Selver	December 21, 2012