

Michael Campbell CV

PROFILE

Qualified and seasoned manager with extensive hands-on experience in the construction and postal industries, specializing in remedial surveying, contracts management, and project management.

EXPERIENCE

Remedial Surveyor, Anglia Property Preservation June 2018 – Present

- Surveyor for specialist damp, timber, and waterproofing firm.
- Responsibilities include completing surveys on domestic and commercial properties, identifying building defects, and delivering comprehensive reports with remedial recommendations and estimates.
- Manage health and safety aspects of projects, including risk assessments, method statements, asbestos surveys, and adherence to Building regulations.

Contracts Manager, Railton Group September 2017 – June 2018

- Managed property refurbishments residential blocks, offices and small commercial premises.
- Successfully delivered £500k worth of luxury apartment refurbishments.
- Oversaw full scheduling, planning permissions, health & safety, progress monitoring, and certification.

Project Manager, Post Office Ltd May 2013 - September 2017

- Managed the Post Office Network Transformation Program, Europe's largest retail transformation programme with £1.9 billion investment.
- Oversaw refurbishments of 100+ stores with a £3 million+ budget.
- Responsible for pitching refurbishments, generating reports, CAD drawings, and preparing cost estimates.

Crown Branch Manager, Post Office Ltd March 2012 - May 2013

- Managed flagship store with multimillion-pound turnover.
- Responsible for P&L, cash management, staff recruitment, sales targets, training, and compliance.

Customer Service Consultant, Post Office Ltd November 2007 – March 2012

- Customer-facing role in a flagship store.
- Managed cash handling and provided financial services training.

ACHIEVEMENTS

- **Surveying:** Certified in timber and damp (CSTDB), structural waterproofing (CSSW), and an associate of Chartered Association of Building Engineers (ACABE).
- **Sales:** Delivered £500k worth of business in 6 months, managed purchase orders, invoicing, and scheduling.
- **Training:** Updating colleagues on new products when the company was expanding its services.
- **Project Management:** Managed refurbishments for 100+ post offices, delivering projects within budget and timescale.
- **Responsibility:** Working with Conservation office, Local building authority, and project stakeholders to deliver works on Grade 1 Listed buildings.

SKILLS

- **Communication:** Technical report writing, pricing, specifications, tenders, and CAD drawing.
- **Preservation:** Restoration of ancient and historic buildings, working with conservation office.
- **Leadership:** Line-manager for 10+ staff. Multi-trade contract management.
- **Technical:** Proficient in Microsoft Office, and TurboCAD.
- **Other:** Full Clean Driving Licence

PROFESSIONAL ACCREDITATIONS

- Certified Surveyor of Timber and Damp in Buildings (CSTDB)
- Certified Surveyor of Structural Waterproofing (CSSW)
- Associate of Chartered Association of Building Engineers (ACABE)

EDUCATION

- 10 GCSEs at passing grades (Castle Manor Business and Enterprise College)
- 4 A-Levels at passing grades (Castle Manor Business and Enterprise College)
- Studied Digital Animation & Design (Cambridge, Anglia Ruskin University)