

RESUME

PERSONAL

JAN SCOTT

Senior Project Manager

EDUCATION

*Ridgefield High School, Ridgefield, CT
Stamford Hospital School of Radiology Technology
Stamford, CT*

PROFESSIONAL EXPERIENCE

Senior Project Manager (4.5 Years)
RWG Construction Management, Inc.
Brenham, Texas

Office/Business Manager (5 Years)
RWG Construction Management, Inc.
Houston, Texas

Senior Administrative Assistant (1.5 Years)
RWG Construction Management, Inc.
Houston, Texas

PRIOR EXPERIENCE

Property Manager
The Tealstone Condominium Assoc., Inc.
Houston, Texas

Vice President
J&D Management Services, Inc.
Houston, Texas

Executive Assistant
The Spires Condominium Assoc., Inc.
Houston, Texas

PROJECTS

RENOVATED FACILITIES – HOSPITALITY

Project	Estimated Cost
Guestrooms Houston Rotary House (Marriott)	\$1,500,000
Public Space Fort Worth Renaissance – Phase I	\$1,200,000
Public Space Fort Worth Renaissance – Phase II	\$1,600,000
Rooms/Restaurant Houston Westchase Hilton	\$4,000,000
Guest Corridors Houston JW Marriott	\$1,200,000
Suites Houston JW Marriott	\$800,000
Concierge Lounge Houston JW Marriott	\$450,000
Rooms Houston Airport Marriott	\$3,600,000
Public Space Houston Airport Marriott – Phase I	\$900,000
Public Space Houston Airport Marriott – Phase II	\$1,200,000
Public Space Houston Airport Marriott – Phase III	\$2,600,000
ADA Reno Houston Airport Marriott	\$400,000
Guest Suites/Concierge Houston Crowne Plaza	\$1,400,000
Rooms Denver Airport Marriott	\$5,000,000
Rooms Pensacola Holiday Inn	\$320,000
Rooms Pensacola Holiday Inn Express	\$285,000
Corridors Plano Residence Inn	\$100,000
Public Space Denver Four Points	\$1,600,000
Restaurant Denver Airport Marriott	\$150,000
Guest Rooms/Corridors Colorado Springs DoubleTree	\$3,800,000
Special Event Center Austin Renaissance	\$3,200,000
Corridors Raleigh Crabtree Holiday Inn	\$2,600,000
Public Space Denver Westin Tabor Center	\$785,000
Escalators Houston Airport Marriott	\$1,100,000
Hurricane Damage Houston Airport Marriott	\$185,000
Public Space/Fitness Center Colorado Springs DoubleTree	\$1,800,000
Guest Corridors High Point Radisson	\$160,000
Dykes Residence Renovation	\$85,000
Drive Access/Canopy Houston JW Marriott	\$750,000
Underground Plumbing Repairs/Porte Cochere San Antonio DoubleTree	\$100,000
Elevator Renovations Houston JW Marriott	\$75,000