

# MATT WILLIAMS



## Quantity Surveyor

39 Years Old



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**1 Hays Road, Gauldry,  
Fife, DD6 8SJ**

## EDUCATION



### Birmingham City University

**Graduated 2012**

BSc Degree 2:2 - Quantity  
Surveying.

### A Levels

Business Studies, I.T,  
Geography - All C Grades.

## SOFT SKILLS



### Organization & Leadership

I'm a motivated & organised  
person, able to lead teams &  
pioneer new projects.

### People Skills

I love people & when a team  
works well. I'm easy to work  
with & a friendly individual.

### Event Management / Marketing

Having run a lot of community  
events I have good experience of  
marketing & event management.

### DIY / Project Management

I have renovated a few  
properties which has given me  
good skills in project  
management & DIY.

## ABOUT ME



I am a creative, team-oriented, and  
hardworking person who is self  
motivated and able to lead projects.

I'm a trained Quantity Surveyor with  
experience in many construction sectors  
for a variety of clients.

I've recently moved to Scotland & I'm  
looking for part time work due to having  
a young family at home.

## PAID EXPERIENCE



### Freelance Quantity Surveyor

**2009 till  
present**

I have undertaken a range of short to long  
term freelance quantity surveying  
contracts in the local area. With work  
ranging from tender pricing and  
measuring right through to contractual  
claims for a variety of clients. These being  
Chubb Security, EON Energy & a number  
of smaller regional subcontractors  
including but not limited to the following  
trades bricklaying, partitioning, suspended  
ceilings, painters and ground working.

The last 10 years I have primarily worked  
with a regional sub contractor called CPL  
Ceilings & Partitions Ltd, they install SFS,  
Partitions, Ceilings & Plastering and turn  
over around £5m a year. As part of a tight  
nit management team consisting of 4  
people I have been involved in managing  
the on site finances and labour, contract  
claims, company IT systems and  
marketing. Being part of a smaller  
company has allowed me to be more  
hands on within my role and to support  
the whole business.

In the last few years I have only done 2-3  
days a week freelance work as I also run  
an online retail business with my wife.

## ONLINE RETAIL & MARKETING CONSULTANCY



Since 2012 I've run a sideline online retail business selling kitchen gadgets & more recently eco baby products. Primarily on Amazon FBA due to the ease of fulfilment. The business takes around a day a week to run.

The business has taught me numerous skills. Product design & sourcing, marketing, graphic design, website building and customer service to name a few.

I've used the online marketing skills to help numerous charities over the years achieve their potential online, both as paid & voluntary work. More info [www.matthewjwilliams.co.uk](http://www.matthewjwilliams.co.uk)

## VOLUNTEER EXPERIENCE



### Church & Community Events Catering

Age 16 until now

From 3 course sit down meals for 120 people & hot buffets for 350 people. I've managed and cooked for big events over many years.

### Trusteeships

2018 until now

#### Chaplaincy Plus (2018 -2021)

Christian business network in Birmingham, responsible for charity strategy, finances & marketing.

#### DLCA Community House (2019 - Present)

New trustees took over a struggling charity & dilapidated house. Over 6 years, community engagement & half a million pounds of grants / donations we helped transform the building into a thriving community space. [www.dlca.co.uk](http://www.dlca.co.uk)

### World Record Holder

2019

#### Biggest Rocky Road Biscuit Cake

Project managed & achieved a world record with a team of 5 people for a charity event to raise awareness for humanitarian charity MAF. Making a 334kg rocky road that fed over 3000 people.

## OTHER JOBS

## QS WORK



### Assistant Quantity Surveyor

BAM Construction (08-09)

Ashford Construction (07-09)

### Trainee Quantity Surveyor

DBK Back Ltd (05-07)

## OTHER SKILLS



### Computer Skills

I am very computer literate, having advanced knowledge of lots of programs but also very quick to learn new software if needed.

Advanced - Microsoft Office (Word, Power Point, Excel), Quickscale measuring software, Xero accounting software, wordpress website design.

## PERSONAL



I'm passionate about Jesus, community, construction, business, online marketing and all things foodie!

I regularly attend church and my faith has shaped my character and outlook on life for the better.

I lead an active life outside of work being involved in lots of community projects, social activities and being a Dad of three young children.

Hobbies include playing badminton, travel, eating great food, home brewing and making giant snacks for community events.