**CAI Contact**

Patricia Bowler

Phone:

Email ID:

**<Candidate Name>**

### Skills

Please use this table to list the skills noted in the **Required/Desired** section of the requirement. In addition, please respond with the years of experience for each skill **and** the last time each skill was used. Add or delete rows as necessary.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Skill | Required | years req | Years Used | Last Used |
| Experience in system design and development, with a focus on process improvement and business and technical requirements gathering | Required | 7 |  |  |
| Experience documenting workflow processes | Required | 7 |  |  |
| Experience developing test plans, use cases, and performing quality assurance validation, user acceptance testing, and regression testing | Required | 7 |  |  |
| Experience in the development of training materials and conducting user training | Required | 7 |  |  |
| Knowledge of building and construction management systems – including compliance, budgeting, and permitting workflows and practices | Highly desired | 5 |  |  |
| IT application/systems development and/or management experience | Required | 7 |  |  |
| Project admin experience in commercial/institutional construction | Highly desired | 5 |  |  |
| Knowledge of public construction project terminologies, permitting, and procurement standards | Highly desired | 5 |  |  |
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