

PERSONAL INFORMATION

Alessandro Manzo



Gender Male | Date of birth 28/03/1986 | Nationality Italiana

DESIRED EMPLOYMENT/
OCCUPATIONAL FIELD

Facility Manager, Project and Construction Manager

WORK EXPERIENCE

July 2023 – on going

Head of Technical Office - Facility Manager

CMCC – Centro Euro-Mediterraneo sui Cambiamenti Climatici, Lecce (LE)

- Head of Technical Office for the management of all the offices of the Foundation and the Supercomputing Center:
 - Property and plant management and definition of maintenance plans
 - Management of external suppliers, definition of the terms of the supply contracts, monitoring of the works and coordination of the assigned personnel
 - Support to Management in the development and strategic planning of the real estate assets
 - Surveys, censuses, personal data and continuous updating of company assets
 - Document and digital archive
 - Support to the RSPP, ensuring that everything is in compliance with the standards and regulations regarding Health and Safety in the workplace (H&S)
 - Support to the Tender Department in monitoring and controlling the correct execution of tenders, from a technical-administrative point of view
 - Energy Manager for monitoring of energy consumption, management of energy supplies, definition of energy saving measures proposals

March 2017 – July 2023

Facilities and Project Manager

Nardò Technical Center - Porsche Engineering, Nardò (LE)

- Management of facilities and tracks in the Proving Ground
- Document and digital archive
- Surveys, censuses, personal data and continuous updating of company assets
- Strategic evaluations for interventions on plants, buildings and facilities
- Verification of company assets in terms of cadastral and urbanistic authorizations, status and regulation compliance
- Management of civil, infrastructure green maintenance activities
- Management of internal and external service contracts: cleanings, vending machines and restaurants, green areas, disinfection
- Project Manager
- Development and approval process management of the new industrial plan development
- Development of strategies and concepts for the Proving Ground
- Feasibility studies, constraint analysis of the projects to be carried out
- Investment project management activities

December 2013–August 2019

Design – Work Direction

Studio tecnico ing. Manzo, via Pirandello 8 - BOTRUGNO (LE)

- Design and renovation of residential buildings
- Approval process management, constraint analysis, architectural design, 3d modeling, structural design, bill of quantities, safety coordination in the design and execution phase, construction management, cadastral design.
- Main projects:
- Construction of several apartments
 - Construction of 5 residential buildings
 - Creation of a hairdresser's room
 - Renovation of a farm
 - Construction of a complex of rural buildings to be used for processing agricultural products

February 2015–February 2017

Designer and project manager support

Igeco Costruzioni SpA, San Donato (LE)

- Design and management of construction civil, road and hydraulic works:
- Design during the public tender phase
- Main project: Construction of 35 km hydraulic pipeline "Acquedotto del Sinni III lotto"

Febbraio 2014–July 2014

Municipality Technical Office

Technical Office of Municipality of Muro Leccese (LE)

- Private and public works, urban planning
- Stage (6 months)
- Support of Eng. Luca Botrugno, Manager of Municipality Technical Sector:
- Management and financial reporting.
 - Technical reports, analysis of cost estimates, administrative SAL and invoices approval.

- June 2013 –December 2013 **Designer**
Studio tecnico CAT24 ing. Caputo Pierluigi, arch. Tafuri Clorinda, via Guerrazzi 1 – BOLOGNA
- Design and renovation of residential buildings
- Drafting of building practices (PdC/SCIA/CILA/...), architectural and structural design, geometric and architectural survey activities, construction site activities, bill of quantities, creation of 3d models
- February 2012 - May 2012 **Stage**
Technical Office of Municipality of Budrio (BO)
- Analysis of services and mobility systems
- Analysis of the current urban plans, analysis and design of the new network of cycle and pedestrian paths, updating of the Territorial Informatic System.

EDUCATION AND TRAINING

- 16 March 2021 **“Valutazione di Impatto Ambientale”**
Beta Formazione
- Definition of VIA approval process
- 06 September 2020 **Update of Safety Coordinator**
Beta Formazione
- Safety Coordinator
- Safety Coordinator according to D.Lgsa 81/08
- January 2020 **Course of “Approval process procedurei”**
Legislazione Tecnica s.r.l.– Bari
- Approval process procedures
- Description of national and regional approval process procedures.
- 6 November 2019 **Event 20° Facility Management Day “**
IFMA Itali - Milano
- Facility Management Day
- May 2019 **BIM Revit**
Sud Formazione – Bari
- Design with BIM Revit Autodesk software
- May 2019 **Exper in Energy Management**
MDB Advisor - Nardò
- Energy audit, definition of ESCO and EPC, Energy Management System ISO 50001: 2018, Project Finance

- May 2017 **Principiant course of BIM Revit**
Unione dei Professionisti – Learning Resources
- June 2016 **Conference "The New Code of Public Contracts"**
Ordine degli Ingegneri di Lecce
▪ Il Nuovo Codice Dei Contratti Pubblici
Informazione sulle novità introdotte nel settore dei LL.PP.
- 09 March 2015 **Safety Coordinator**
Ordine degli Ingegneri di Lecce
▪ Safety Coordinator
Safety Coordinator according to D.Lgsa 81/08
- May 2014 - June 2014 **GIS e WebGIS”**
Laboratori dal Basso – 100 ore
▪ Basic notion on Geographic Information Systems, QGIS software, techniques for creating a Webgis.
- March 2014 **Energy Manager and Building Energy Certification**
Unione dei Professionisti – Learning Resource
▪ Energy certification of buildings and analysis relating to energy saving interventions.
Using the Termo Namirial software 2.5
- November 2013 **Interior design**
Centro Sumate
▪ Corso online di decotore di interni
Concetti di base della decorazione, strumenti per redigere un progetto, uso corretto delle condizioni dell’ambiente, dettagli e realizzazione del disegno
- 17 September 2013 **Registration on the “Ordine degli Ingegneri di Lecce”**
Sector A Civile e Ambientale, number: 3524
- June 2013 - July 2013 **“Esame di Stato”**
Facoltà di Ingegneria di Bologna, Viale Risorgimento 2
▪ Examination for the qualification to the profession of engineer
Sector A: Civil and Environmental Sector
- 26 March 2013 **Master's Degree in Building Engineering**
Facoltà di Ingegneria di Bologna , Viale Risorgimento 2
▪ Building Engineering: 98/110

Thesis in Urban Planning Technique: Elements of traffic calming in urban areas: techniques and implementation rules. Case study: historic center of the Municipality of Budrio

01 February 2013 Conference “Muoversi a piedi: per una mobilità amica delle salute e dell’ambiente”
 Comune di Bologna
 ▪ Conference on road safety for cyclists and pedestrians through a correct design of the city and its streets

September 2000 - July 2005 Diploma liceo scientifico
 Liceo Scientifico "Leonardo da Vinci", Maglie (LE)

PERSONAL SKILLS AND COMPETENCES

Mother tongue Italian

Other languages	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	B1	B1	B1	B1	B1
French	A2	A2	A2	A2	A2

(*) Common European Framework of Reference for Languages

Social skills Sense of organization, excellent aptitude for project management. Excellent teamworking spirit, ability to adapt to multicultural realities, excellent communication skills acquired both in the training context and in associative life.

Professional competences ▪ Facility and Site Management, Project e Construction Management

Computer skills Microsoft (95,98, 2000, XP, 7, 8,10)
 Office (Word, Excel e PowerPoint)
 Autocad, Revit
 MS Project
 SketchUp e VRAY
 Edilus, Edisap (softwares per il calcolo strutturale)
 PriMus
 CerTus
 Termo Namirial
 Adobe Photoshop e Adobe Illustrator

MAIN WORKS AS FREELANCE

Below my main construction project, chosen by type of intervention:

1. Building complex (T.A.)

Date: 2014-2016

Description: Approval process (PdC) for the construction of a new building complex consisting of 3 residential homes and one commercial space. Amount of construction work 170.000 € approx.

Activities: Approval process procedure, architectural design, 3d modelling, structural design in reinforced concrete for structure framed with beams and pillars, bill of quantities, safety coordination in the design and execution phase, construction management.

2. Entertainment building/restaurant (V.Z.)

Date: 2014-2016

Description: Approval process (PdC+ Fire Fighters+ ASL). Environmental approval process (compatibilità paesaggistica al PPTR). Amount of construction works 100.000€ approx.

Activities: Urban and environmental approval process procedure, architectural design, 3d modelling, bill of quantities, safety coordination in the design and execution phase, construction management.

3. Residential building (M.S.)

Date: 2015-2017

Description: Approval process (PdC) for new construction (surface of 180 sm). Amount of construction works 150.000€ approx.

Activities: Approval process procedure, architectural design, 3d modelling, structural design in concrete for structure framed with beams and pillars, bill of quantities, safety coordination in the design and execution phase, construction management.

4. Raising of a residential house with application of "Piano Casa" (P.P.)

Date: 2015-2017

Description: Approval process (PdC) for renovation and new construction. Amount of works 135.000€ approx.

Activities: Structural analysis of the state of affairs of an existing structure, identification of seismic adaptation interventions to allow the elevation, opinion of the Province for the release of the authorization to the elevation, building practice drafting, architectural design, 3d modeling, of bill of quantities, coordination of safety in design and execution phase, construction management.

5. Hairdresser office (S.A.D.)

Date: 2016-2017

Description: Approval process (PdC) for new construction with application of "Piano Casa". Amount of works 75.000€ approx.

Activities: Approval process procedure, architectural design, 3d modelling, structural design in concrete for structure framed with beams and pillars, bill of quantities, safety coordination in the design and execution phase, construction management.

6. Farm (F.M.)

Date: 2016-2017

Description: Approval process (Scia) for change of use destination. Environmental approval process (Parere di conformità paesaggistica al PPTR). ASL approval process. Amount of works 120.000€ approx.

Activities: Urban and environmental approval process procedure, architectural design, bill of quantities, safety coordination in the design and execution phase, construction management.

7. Residential building (N.M.)

Date: 2016-2017

Description: Approval process (PdC) for renovation and extension of an existing building with the application of "Piano Casa". Amount of works 35.000€ approx.

Activities: Approval process procedure, architectural design, 3d modelling, structural design in concrete for structure framed with beams and pillars, bill of quantities, safety coordination in the design and execution phase, construction management.

8. Dental office (M.S.)

Date: 2017

Description: Approval process (PdC) for change of use destination. Amount of works 40.000€ approx.

Activities: Urban and environmental approval process procedure, architectural design, 3d modelling, bill of quantities, safety coordination in the design and execution phase, construction management.

9. Complex of rural buildings to be used for processing agricultural products (M.G.)

Date: 2017-

Description: Building approval (PdC) for new construction. Amount of works 165.000€ approx.

Activities: Urban and environmental approval process procedure, architectural design, 3d modelling, bill of quantities, safety coordination in the design and execution phase, construction management.

10. Demolition of an existing building and reconstruction of a new one (N.L.)

Date: 2017-2020

Description: Approval process (PdC) for new construction. Amount of works 140.000€ approx..

Activities: Approval process procedure, architectural design, 3d modelling, structural design in concrete for structure framed with beams and pillars, bill of quantities, safety coordination in the design and execution phase, construction management.

11. Construction of 2 residential building (N.P.V.)

Date: 2017-2019

Description: Approval process (PdC) for new construction. Amount of works 100.000€ approx..

Activities: Safety coordination in the design and execution phase, construction management.

12. Extension of a residential house (N.O.)

Date: 2017-2018

Description: Approval process (PdC). Amount of works 20.000€ approx.

Activities: Urban approval process procedure, architectural design, 3d modelling, bill of quantities, safety coordination in the design and execution phase, construction management..

Other activities:

- Structural design of n° 30 properties for other professionals.
- Drafting of n° 30 CILA and SCIA building procedures.
- Energy certification of n° 30 buildings.

Ing. Alessandro Manzo

Albo Ingegneri Lecce – n° 3524