

Sonia Brown, PE
Graphite Engineering Ltd.
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Professional Profile:

An organised, analytical and professional individual with vast experience in Mechanical Engineering across a variety of sectors. Exceptional attention to detail, communication skills and vast experience managing projects ensuring that all deliveries are managed and executed in a timely, safe and efficient manner. A capable leader able to build effective relationships at all levels with clients, colleagues and contractors. Expertise in building services design, mechanical engineering, project management and business development.

Core Competencies:

- Excellent time management and multitasking abilities.
- Vast experience in Mechanical Engineering, Project Management, Business Development.
- Exceptional interpersonal skills with the ability to communicate at all levels.
- Co-ordination, leadership and development of multidisciplinary, multinational operations teams.
- Excellent negotiation skills.
- Writer in the area of Sustainability.
- Practical approach to assessment.

Membership in Professional Associations and Publications:

- Registered Professional Engineer- Professional Engineers Board, Bahamas.
- Registered Professional Engineer- State of Florida #56179.
- Past President- Bahamas Society of Engineers- part of the team that enabled the Engineers' legislation change for Bahamian Engineers.
- American Society of Heating, Refrigerating and Air-conditioning Engineers.
- National Fire Protection Association.
- Member International Women's Forum- Bahamas Chapter.
- President- Providing Access to Continued Education Foundation.

Employment History:

2005 – Present: Graphite Engineering Ltd, Principal Engineer

- Responsible for 5 – 15 staff members, including Technical Assistants and Mechanical/Electrical engineers.
- Responsible for gaining new business and business development.
- Manage a distributed work force.
- Compiling business proposal and budgets.
- Identifying the correct team for projects.
- Negotiating with clients and assessing their needs.
- Analysing information packages and presenting alternatives to clients to offer reasonable solutions.
- Liaising with Architects, Structural Engineers, Quantity Surveyors and Design Teams.
- Ensuring key personnel attend meetings.
- Completing field, quality, progress and code analysis reports.
- Liaising with local governing bodies to discuss legalisation.
- Responsible for invoicing and billing.
- Managing and maintaining relationships with contractors.

Key Projects:

2011: Baha Mar Development, Cable Beach, Bahamas

\$3.6 billion project.

- Directly managing 15 people.
- Responsible for revealing hundreds of drawings to ensure compliance with the Bahamas' building codes.
- Bringing any issues to attention and providing solutions.
- Approving and reviewing construction documents.
- Liaising with Engineers from New York.
- Ensuring all work was code compliant.

Key Achievements:

- Maintaining an excellent working relationship with both the client and the contractor.
- Playing an instrumental role in the project resulting in exceptional quality work.
- Ensuring all drawings were approved by the local authority.

2008: Renovation of Lynden Pindling International Airport, Bahamas

\$400 million project.

- Working within an international team.
- Responsible for Mechanical: air-conditioning, plumbing and fire protection works.
- Responsible for quality control.
- Overseeing testing and assisting with construction administration.

Key Achievements:

- Participating in a project that involved a team of engineers from the Bahamas.
- All 3 phases delivered on time and within budget.
- Using local knowledge and technical insight to suggest improvements.

2002 – 2005: Kerzner International, Director of Projects

Executed multi-million dollar capital budget for 2,300 room hotel property.

- Liaising with the Chief Operating Officer, Chief Executive Officer and the Chief Finance Officer to make decisions on capital projects.
- Executing and overseeing the capital expenditure budget.
- Analysing the capital budget to determine what work can be carried out.
- Assisting with formulating requests for capital expenditure in an improved format.
- Executing projects within a limited time frame and strict budget restrictions.
- Liaising with the Owner to provide progress reports on works.

Key Achievements:

- First Bahamian to be appointed to the role.
- Introduced transparent bidding system to attain better quotes for hotel management and fairer process for bidders.
- Ensured safe and code compliant installations by mandating that licensed tradesmen conducted the work- protecting owner, staff and clients.

1995 – 2002: Ministry of Public Works, Engineer

Responsible for design and project management of MEP projects for the government of the Bahamas.

Education:

1990 -1994: University of The West Indies, St . Augustine, Trinidad

B.Sc (Hons) Mechanical Engineering

1988 – 1990: University of The West Indies, Mona, Kingston, Jamaica

Pre-qualification for Engineering Programme

1986 – 1988: College of The Bahamas

Major: Biology & Chemistry

References Available Upon Request