

TRACIE L. MAXWELL

Curriculum Vitae

Licenses – Certifications - Designations

- **General Building Contractor, State of California** License #947508 – (Inactive)
- **Notary Public, State of California**, Commission #1900630
- **OSHA – 10 Hour Certificate** - #34-003394223
- **OSHA – 30 Hour Certificate** - #36-600957753
- **AVM Waterproofing Certified Inspector** – 2020
- **BOT-3000 Training Program and Certification** - 2021

Professional Experience

- ***Vice President of Operations, SC Wright Group.*** – License #1053348 in California (Present)
- ***Vice President of Operations, S.C. Wright Construction, Inc.*** - management of nationwide operations and services (2015)
- ***Director of Operations, S.C. Wright Construction, Inc.*** - management of daily operations and buildings in 17 states (2010-2015)
- ***Lead Technical Assistant/Executive Assistant to Director of Operations, S.C. Wright Construction, Inc.,*** La Mesa, California (2003-2010)
- ***Senior Community Housing Manager, Preferred Property Managers,*** Ten (10) community associations in San Diego and North County (1998-2003)
- ***Regional Property Manager, United States Housing Management Group,*** 500 rental units throughout Rhode Island, Massachusetts, Connecticut and Washington DC (1995-1998)
- ***Senior Property Manager, The Simon Companies,*** 400 rental units throughout Rhode Island and Massachusetts (1990-1995)

Memberships and Affiliations

- *American Architectural Manufacturers Association (AAMA)*
- *American Society for Testing and Materials*
 - Participating Member (Voting Member) in the following committees:
 - C11 on Gypsum and Related Building Materials and Systems
 - C14 on Glass and Glass Products
 - C16 on Insulation
 - E53 on Property Management Systems
 - G01 on Corrosion of Metals

Education

- 1985-1986 – Business Management, Cuyamaca Junior College, El Cajon, CA

Continuing Education

- 2014 - Asbestos Awareness – San Diego, California
- 2014 - Heat Illness Prevention – San Diego, California
- 2014 - Hazardous Compliance Globally Harmonized Systems (GHS) – San Diego, California
- 2014 - Cranes, Derricks, Hoists, Elevators and Conveyors – San Diego, California
- 2014 - Fall Protection – Ladders, Scaffolding and Openings – San Diego, California
- 2013 – Non-Harassment and Workplace Violence for Managers and Supervisors
- 2012 – Communicate with Tact and Professionalism
- 2012 – Construction Estimating Basics
- 2012 – Skills for Working Leaders
- 2012 – Strategic Interviewing
- 2011 – Preventing Workplace Harassment
- 2011 – Discrimination and Harassment Prevention for Supervisors
- 2011 – Coaching for Improvement
- 2011 – First Aid/CPR Certification
- 2010 – Priority Management

- 2010 – Delegating for Results
- 2009 – Discrimination and Harassment Prevention for Supervisors
- 2009 – Supervisor and The Law
- 2008 – Effective Employee Counseling
- 2008 – Motivating Others
- 2008 – Newly appointed Supervisor
- 1993 – IREM – Institute of Real Estate Management, Providence, Rhode Island
- 1990-1997, HUD – U.S. Department of Housing and Urban Development, Providence, Rhode Island

Continuing Education/Training (CE/MCLE)

- The Fungus Among Us (2.0 C.E. Hours)
- Water Intrusion Management Plan & The Builder (3.0 C.E. Hours)
- Residential Construction Sequencing & Water Intrusion Management (Full Version – 3.0 C.E. Hours)
- Residential Construction Sequencing & Water Intrusion Management (Condensed Version 2.0 C.E. Hours)
(1.5 MCLE Hours, 2.0 & 3.0 MCLE Hours)
- Residential Construction Sequencing (2.0 C.E. Hours) (1.5 MCLE Hours)
- The Construction Defect v H₂O (2.0 C.E. Hours)
- Mold or Not Mold (1.5 C.E. Hours)
- Knowing and Understanding the SB-800 Process (1.5 C.E. Hours) (1.5 MCLE Hours)