

# MICHAEL P. ALVAREZ

1635 N. Maywood Ave., Upland, CA 91784

IATSE Local 44 – Union Card 14468

## FILM EXPERIENCE

### **CRASHERS – Honolulu, HI**

9/2022-12/2022

#### **CONSTRUCTION: PROPMAKER / CONSTRUCTION ACCOUNTANT**

(Brian Hahn-Construction Coordinator)

- Building Sets – On location and on stage
- AP, PO'S, PCard, Vendors
- DPO's - Purchases and Processing
- Cast & Crew: Construction Payroll.
- Assessed and executed daily operations through the process of labor costs, purchase orders and set budgets.
- Compile and provide hourly and daily hot costs.
- Gathered, reviewed, and analyzed sensitive information critical to planning, as well as, evaluating budgets in support of purchasing materials accordingly.
- Development of financial delivery systems through creating excel spread sheets for maximum efficiency.

### **DOOGIE KAMEALOHA (SEASON 1&2) – Honolulu, HI**

5/2021-7/2021, 6/2022-9/2022

#### **CONSTRUCTION PROPMAKER (Season 1) / PROPMAKER-ACCOUNTANT (Season 2)**

(Brian Hahn-Construction Coordinator)

- Building Sets – On location and on stage
- AP, PO'S, PCard, Vendors
- Construction Timecards
- Assessed and executed daily operations through the process of labor costs, purchase orders and set budgets.
- Compile and provide hourly and daily hot costs.

### **MAGNUM PI (SEASON 3&4) – Honolulu, HI**

6/2020-9/2022

#### **CONSTRUCTION PROPMAKER GANG BOSS / CONSTRUCTION ACCOUNTANT**

(Kevin Wenger-Construction Coordinator & Thomas Lauifi-Construction Coordinator)

- Building Sets – On location and on stage
- EP Vista: AP, PO'S, PCard, Vendors
- PO's - Purchases and Processing
- Showbiz: Construction Payroll.
- Assessed and executed daily operations through the process of labor costs, purchase orders and set budgets.
- Compile and provide hourly and daily hot costs.
- Gathered, reviewed, and analyzed sensitive information critical to planning, as well as, evaluating budgets in support of purchasing materials accordingly.

**HAWAII FIVE-O (SEASON 1,2, 4-10) – Honolulu, HI** 6/2010-5/2012, 6/2013-6/2020  
**CONSTRUCTION PROPMAKER GANG BOSS / CONSTRUCTION ACCOUNTANT**  
(Kevin Wenger-Construction Coordinator)

- Building Sets – On location and on stage
- EP Vista: AP, PO'S, PC, PCard, Vendors
- PO's - Purchases and Processing
- Showbiz: Construction Payroll.
- Assessed and executed daily operations through the process of labor costs, purchase orders and episodic budgets.
- Compile and provide hourly and daily hot costs.
- Gathered, reviewed, and analyzed sensitive information critical to planning, as well as, evaluating episode budgets in support of purchasing materials accordingly.
- Development of financial delivery systems through creating excel spread sheets for maximum efficiency.

**MAGNUM PI (PILOT) – Honolulu, HI** 2/2018-4/2018  
**CONSTRUCTION ACCOUNTANT** (Kevin Wenger-Construction Coordinator)

- EP Vista: AP, PO'S, PC, PCard, Vendors
- PO's - Purchases and Processing
- Showbiz: Construction Payroll.
- Assessed and executed daily operations through the process of labor costs, purchase orders and set budgets.
- Compile and provide hourly and daily hot costs.
- Gathered, reviewed, and analyzed sensitive information critical to planning, as well as, evaluating budgets in support of purchasing materials accordingly.
- Development of financial delivery systems through creating excel spread sheets for maximum efficiency.

**THE ORIGINALS (SEASON 1) – Conyers, GA** 4/2010-6/2010  
**CONSTRUCTION AUDITOR** (Mike Crowe-Construction Coordinator)

- Assessed and executed daily operations through the process of labor costs, purchase orders and episodic budgets.
- Compile and provide hourly and daily hot costs.
- Development of financial delivery system.

**OFF THE MAP (SEASON 1) – Honolulu, HI** 7/2010-12/2010  
**CONSTRUCTION AUDITOR** (Mike Crowe-Construction Coordinator)

- Assessed and executed daily operations through the process of labor costs, purchase orders and episodic budgets.
- Compile and provide hourly and daily hot costs.
- Development of financial delivery system.

## **PROFESSIONAL EXPERIENCE**

**SOUTHWEST V-DITCH, INC. – Riverside, CA**

5/2012-5/2013; 5/1999-9/2008

**PROJECT/SAFETY COORDINATOR/BUILDER**

(Bob Shepherd – Owner & Jose Hernandez-General/ Field Superintendent)

- **BUILT:** Bridges, Retrofitted Bridges, Channels and Slope Paving
- Installed Rebar, Mesh constructed framing for bridges, channels and slope paving.
- Reduced job costs, fleet maintenance, and yard stock by 4% through consolidating vendor services.
- Assured profit increases of at least 5% via controlling low job costs per project.
- Oversaw diverse teams (union and non-union) assisting a multi-million-dollar operation consistently meeting all critical deadlines.
- Gathered, reviewed, and analyzed sensitive information critical to planning as well as evaluating projects in support of purchasing materials accordingly.
- Assessed and governed daily field operations, processes and personnel assuring schedules aligned with workflow requirements include: superintendents, foreman, operating engineers and drivers.
- Field estimating- concrete, steel, welded wire mesh, Rip rap, etc. to ensure limited project delays.
- Guaranteed safety requirements were achieved amid heavy equipment operation in conjunction with policy and procedures.
- Maintained safety standard by meeting 100% OSHA compliance.
- Process administration- purchase orders, submittals, change orders, etc.

## **EDUCATION**

**BACHELOR'S DEGREE**

08/2009-04/2013

Chaffey College

Area of Study: Accounting

Area of Study: Business Administration