



VanBuren H Snider
1901 Highway 190
Mandeville, LA. 70448
985-635-1289 (c)

van@cfbcllc.com

Professional Summary

Results oriented Project Manager with over 25 years of construction experience and over 15 years of investigating and analyzing property damage for large insurance providers, including HUD and FEMA CDBGDR damage assessments and estimates for disaster housing recovery programs in Louisiana, North Carolina, Puerto Rico, USVI, and New York. Provided construction management for house raising/elevations (residential and commercial), shoring, bulkheads, and rehabilitations and reconstructions. Successfully engaged in leadership roles for the 2010 BP Oil Spill, CDBG-DR FEMA STEP programs in North Carolina, Louisiana, Texas, Puerto Rico, U.S.V.I., and Sandy housing programs for New York State and New York City HRO projects (Brooklyn Build it Back and NY Rising). Acted as Sr. Project Manager for a Prime Contractor in the Restore Louisiana Program, which was rated #1 by the program for production and quality of work completed. My responsibilities included the management of personnel, QA/QC reviews of damages assessments for SOW estimates; supervised and coordinated the deployment of teams of inspectors, contracts, SOP, RFI, NCR, and construction management of all sub-contractors and trained personnel on estimating software and file management in BuilderTrend, Xactimate and Xactanalysis.

Skills & Abilities

MANAGEMENT

Sr. Project Manager

Design & Build Consultants, LLC, Restore Louisiana Housing Recovery, Baton Rouge, LA

- Managing a team of construction managers and inspectors to complete rehabilitations, elevations and reconstructions for the \$1.7 Billion CDBG-DR Program focused on 26,000 homes. Coordinated the efforts of dozens of contractors, subcontractors and sub-consultants to advance construction for projects requiring completions within 30-120 days. Completed 772 Rehabilitations and 153 Reconstructions.



Sr. Project Manager

National Disaster Recovery Management Services

- North Carolina FEMA STEP Program (100% FSV Pass Rate) and the Puerto Rico FEMA STEP (97% FSV Pass Rate) completing over 400 rehabilitation SOW and inspections. Managed a team of contractors and inspectors to complete rehabilitations, Reconstructions, House Lifting and Inspections.

Senior Construction Project Manager

Hurricane Sandy Build it Back Housing Recovery, LIRO, NYC

Department of Design & Construction, Brooklyn, NY

- Managing a team of construction managers and inspectors to complete rehabilitations, elevations, shoring, piling (Helical and timber piles), deviation surveys (piling) and reconstructions for the \$275M CDBG-DR Program focused on 500+ homes in difficult urban lots and conditions. The program is delivered via Construction Management/Design/Build contract. Coordinated the efforts of over a dozen contractors, subcontractors and sub-consultants to advance construction for projects requiring completions within 40-120 days.

Deputy Project Manager

Shelter at Home

- 2016 Floods, Governor's Office of Homeland Security and Emergency Preparedness, LIRO, Statewide
- Managed resources and personnel to successfully complete Initial and Final Inspections. Managed the QA/QC team that completed over 10,000 initial inspections, and completed over 4,500 C/O with Contractors and True-up process with FSV's to meet compliance for the Program Manger and the State.

Deputy Project Manager (Managed QC/QA for Elevations)

New York Rising Program

- Managed resources for the 650M CDBG-DR program to Elevate residential homes on Long Island, NY. Successfully trained personnel in Xactimate estimating software and managed files in Xactanalysis. Managed and worked with Engineers to successfully design and elevate homes.



Field Office Manager

BP Horizon Project (the environmental catastrophe lasting 2 years)

- Managed 32 IA's handling claims for Business Income Loss, Wage earner Loss (W2), Physical Injury and Subsistence loss claims. Processed 1200-1500 claimants per day. Worked with State and Local governments regarding politically sensitive issues and coordinated with IA Firms upper management in the resolution of complex claims.

Field Manager

for Liability claims covering 12 states as "Master File" controller.

- Worked with FA's to complete and bring claims to fruition and provide payment solutions for complex claims.
- Wrote Management Policy Procedures for coordinating AI firms and disaster relief during BP incident.
- Experienced with Fire, Smoke, BUSD (back up of sewer and drains), Wind, Tornado, Hail, Water leaks, Mold, Liability and Professional Liability Claims.
- Experienced with Subrogation referrals, SIU claim referrals, PA represented claims, Attorney represented claims

Communication:

- Excellent communicative skills, written and oral.
- Proficient in Microsoft Word, Excel, One Note, PowerPoint, Bluebeam.

Leadership:

- Proven track record of leading and solving complex issues and providing excellent client/customer service.

Key Skills:

- Project leadership
- File Reviews QA/QC
- Construction management
- Damage Assessment
- Risk Assessment and Mitigation
- SIU Investigations



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- Subrogation
 - Confidential Records Management
 - Management of personnel
 - Claims Handling and Investigations
 - Claims Reports and Documentation
 - Elevation work for residential and Commercial Buildings
 - Shoring and Piling (Residential/Commercial/Bulkheads)

Work Experience

Senior Project Manager

December 2020 - Present

CF Breeze Management, LLC - Covington, La

- Manage project managers and construction managers, sub-contractors, and suppliers to meet program goals and guidelines for HUD and FEMA CDBG-DR projects in disaster recovery. Provide management and direction on contract execution, resource management and procurement for mobilization and execution of projects to meet project deliverables.

Site Manager

April 2020 - November 2020

The WorkForce Group - New Orleans, La

- Successfully managed staff and residents for the HUD CoC LHC program focused on assistance for the homeless. Site management provided rooms, oversight, safety, food and monitoring for over 522 homeless individuals. I successfully addressed multiple challenges dealing with permanent housing, mental disorders, drug and alcohol dependencies for 2 sites. Coordinated with mental and physical health professionals to assist “residents” and help them reach independence and permanent housing. Provided the project and the State of Louisiana reports, feedback and leadership to accomplish milestones and compliance for the project to ensure project success.

Senior Project Manager

November 2018 - March 2020

National Disaster Recovery Management Services – NDRMS, LLC - Covington, La

- NDRMS is a professional Project Management company focusing on Initial Inspections for FEMA and HUD CDBG-DR projects, and Construction Management. Our team members and leadership have worked the Road Home Program, NJ RIMM, Brooklyn BIB, NY Rising,



Puerto Rico STEP, and the BP US oil spill. NDRMS specializes in Construction management, house lifting and shoring (residential and commercial), deviation surveys (helical and timber piling) Compliance, NCR, RFI, Change orders, QA/QC and program management and staff augmentation. We have over 10+ years using Xactimate, Xactanalysis.

Senior Project Manager

July 2017 - November 2018

Design & Build Consultants, LLC - Covington, La

- Managed a team of construction managers, sub-contractors, and suppliers to meet program goals and guidelines for the \$1.7 Billion Restore Louisiana CDBG-DR program as a Prime contractor. Directed policy, procedures and managed all aspects of billing, change orders, NCRs, RFIs, and communication with upper management and consultants to ensure timely completion of all projects. Completed rehabilitations, reconstructions, and elevations on time and in compliance with the Program. Managed over a dozen contractors and sub-contractors involving timber piles, and concrete piers for elevated residential homes.

Senior Construction Project Manager

December 2016 - June 2017

LiRo Constructors, Inc., LiRo Group - BIB - Liro, Brooklyn, New York

- Managing a team of construction managers and inspectors to complete rehabilitations, elevations and reconstructions for the \$275M CDBG-DR Program focused on 500+ homes in difficult urban lots and conditions. The program is delivered via Construction Management/Design/Build contract. Coordinated the efforts of over a dozen contractors, subcontractors and sub-consultants to advance construction for projects requiring completions within 40-120 days that involved elevations, reconstructions, rehabilitations and lead abatement. Handled QC/QA for Helical piles and timber piling for residential homes and marine bulkheads.

Deputy Project Manager

September 2016 - December 2016

LiRo - Baton Rouge, La

- QA/QC Deputy Project Manager, Louisiana Shelter At Home Program (CDBG-DR), 2016 Floods, Governor's Office of Homeland Security and Emergency Preparedness, Statewide, Louisiana, September 2016 – December 2016, \$150M Trained Field Assessors for Initial and Final Inspections. Assisted in scheduling and guidance of field personnel to ensure effective and efficient inspections were completed per program guidelines. Completed QC QA for Final Inspections and worked with Contractors and Firms to ensure proper application of C/O and true-up process for FSV's.



QC / QA Specialist**July 2016 - December 2016****Hammerman & Gainer - New Orleans, La**

- Road Home Program (CDBG-DR) Completed QC/QA for field inspections. Completed timely reviews for field inspectors to ensure files comply with Road Home Program guidelines and SOP's. Files were managed in JIRA for review and assessment. Provided training for estimators using Xactimate to ensure correct estimating guidelines were used and assessments conform to program guidelines.

Deputy Project Manager**July 2015 - July 2017****Worley Catastrophe - New Orleans, La**

- Hurricane Sandy NY Rising Housing Recovery Program, Governor's Office of Storm Recovery and Dormitory Authority of the State of New York, Statewide, New York, \$750M project. Worked with Construction management team that executed a rapid mobilization plan to coordinate the efforts of over 12 consultants and 500+ inspectors to complete 5,600 inspections in only 30 days. The NY Governor's Office of Storm Recovery program serves 19,000 applicants statewide to rebuild and elevate their homes through its reimbursement and homeowner managed construction program. Part of the QA/QC team reviewing over 10,000 scopes of work for homeowner managed construction and reimbursements. This required the coordination of resources to perform initial site visits and reviews of work product from multiple subconsultant teams of damage assessors, environmental specialists and design professionals.

Claims Manager**June 2014 - July 2015****Eberl's Claim Service - Aurora, Co**

- CR/State Farm/Liability Adjuster-Lincoln, NE. Claims handling for complex liability Auto claims handling in the Heartland Zone Office. Complete handling of claim for contact, FOL, R/S, and establishing liability for Comp/Neg and Joint/Several claims. Review and payment of AutoDax estimates, and helping insured's with the repair process. Claim management in the SF ECS platform.

Field Assessor**March 2014 - July 2014****Worley Catastrophe - Hammond, La**

- New York Rising CDBG File handling for NY Rising program. Completed inspections, scope



and estimating for Large Loss Flood damages to multi-level residential homes and businesses. Estimates included scope for raising homes and worked with Contractors and Engineers.

General Adjuster

June 2011 - February 2014

Team One Adjusting Services, LLC - Dallas, Tx

- Claims handling for Professional Liability claims, Residential, Commercial claims, large loss (residential & commercial) for Louisiana and Mississippi. All estimates are written in a multi-version platform using Xactimate 28, 27.5, 27.3 versions. Claims file management in Xactanalysis and T1 CMS system.

Field Manager / General Adjuster

September 2012 - December 2013

Maverick Claims - Covington, La

- Handle Liability claims, Daily and CAT claims for residential and commercial losses (Large Loss and Attorney rep files). All estimates were written in a multi-version platform using Xactimate 28, 27.5, 27.3 versions.

Steep & High Roof Adjuster / Reconciliation Adjuster

July 2012 - September 2012

Eberl's Claims Service- Aurora, Co

- Handled re-inspections and reconciliations estimates for State Farm. Worked with PA's, Contractors and insureds to reconcile estimates and satisfy both parties in the estimating/payment process. Handled claims for residential and commercial properties that were considered problematic. All estimates were completed in Xactimate 27.3.

Field Office Manager

June 2010 - December 2012

BP US - Naples, Fl

- A Field office manager for 32 Insurance Adjusters in a high volume office dealing with LOI, subsistence, liability, SIU and medical claims. Responsibilities included managing the Naples office, contact with upper level managers from other IA Firms, implementation and enforcement of policies, procedures and training. Completed over 65k claims and worked with claimants to bring the claims to fruition.

Team Leader / Senior Field Adjuster

September 2008 - April 2010

The Friloux Group (TFG) - Luling, La

- Inspected and completed CAT claims, and Daily claims for Louisiana Citizens, First Premi-



um, McNeil General, and Bankers Insurance Group. Repair estimates written in Xactimate 25.1 software. FileTrac used for file tracking management and upload.

Claims Adjuster / Supervisor

April 2006 - September 2009

Skyline Claim Service - Slidell, La

- Inspected and completed claims for LA Citizens Insurance for Katrina and daily claims. Repair Estimates written in Xactimate 24 and MSB IntegriClaim software. Trained new Adjusters, reviewed and approved their claim estimates and work.

Senior Loan Officer

May 2005 - December 2006

MTS Funding - Covington, La

- Placed loans based on credit analysis and risk factors. Originated loans for Conventional, Sub-Prime (B paper), FHA, VA., Collected all stipulations for placement and closings of loans. Ordered Appraisals, Title searches and approved HUD's for closings. Placed loans and trained new LO's on DU and Calyx.

Promoted: VP Sales and Marketing

June 1997 - April 2003

American Dream Custom Homes, LLC - Mandeville, La

- Secured land for subdivisions; managed 5 sales managers and their sales teams (25 salesmen). Implemented goals to increase revenue, profit and reduce costs. Time-line budgets and forecasting analysis for all ongoing projects. Negotiated all contracts, and land packages for the construction company and increased sales from 1.4 million per year to over 6.7 million by the end of the 3rd year.

Lead Project Manager for Commercial and Residential Properties

June 1997 - May 2005

American Dream Custom Homes, LLC - Mandeville, La

- Managed all aspects of Construction site, estimates, procurement of materials, and pricing. Hiring and firing of personnel and vendors.

Loan Officer / Partner / Manager

January 1995 - April 2003

Roundtable Mortgage - Mandeville, La

- Placed loans based on credit analysis and risk factors. Originated loans for Conventional, Sub-Prime (B paper), FHA, VA., Collected all stipulations for placement and closings of loans. Ordered Appraisals, Title searches and approved HUD's for closings. Placed loans and trained new LO's on DU and Calyx.



Current Adjuster Licenses:

- Florida
- Louisiana (Resident State)
- Mississippi
- Texas
- Minnesota

Financial:

- Loan Officer License for State of Louisiana 1999-2019

Certifications:

- National Flood Insurance Program - NFIP - #70004133
- Tower Hill Certified (Florida)
- USAA Certified
- State Farm Estimatics
- Start Farm Policy Certification
- Owned a Residential/Commercial Construction Company licensed for Residential, Commercial, Electrical,
- Mechanical and Mold Remediation for 10 years.
- Metlife Certified

Education:

- 4/07-5/09 University of Phoenix

References:

- Upon Request

