



MARY LOU BOSWELL RESUME

Summary of Experience

Mrs. Boswell is the Owner of Boswell & Reyes International, LLC (BRI) and serves as the Chief Executive Officer, Project Manager, Project Coordinator and Project Development Manager of the company, with a vast knowledge of Welding Inspection, ASNT Non-Destructive Examination, Protective Coating Inspections and the process of Corrosion Evaluations.



Mrs. Boswell's is an administrative professional with over 30 years' experience of project management administrative and marketing support to business management. She has outstanding communication, organization, time management and problem solving skills with attention for detail. She has the ability to partner with team members to share information and work toward reaching a common objective.

Mrs. Boswell has excellent skills in writing and speaking in Spanish and English to different types of audiences. She has extensive experience in the use of Nuance Professional and Microsoft Office Tools.

Mrs. Boswell develops inspection and testing forms, contracts and testing procedures for the company. She also develops and submits proposals for services to be provided to clients and negotiates contracts with clients.

Mrs. Boswell is also a quality control manager with a keen eye for quality, appearance and technical information in reports and testing forms.

Mrs. Boswell manages project schedules, distributes equipment as necessary for the type of testing or inspections that are needed on a project. She also provides problem solving when needed on projects and is able to be proactive to help prevent potential issues from becoming actual issues.

Mrs. Boswell has the skill for high quality construction and progress photography. The photos provide real time information for projects to be utilized as historical data to resolve questions and help provide information for percent complete payment applications.

Mrs. Boswell works in the hiring process for all technicians in the company. She verifies their work resumes are true through the applicant's references. And assures the technicians certificates and licenses are kept current to date.