PROFILE

Cathy Sechrist

Construction Services Administrator

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CCB# 188563

SPECIALTIES

Construction Accounting, Office Administration, Project Administration

SUMMARY

Cathy comes from an extensive background in construction services, accounting and IT. Her primary roles include construction accounting and office administration and she assists the project managers in developing subcontractor agreement materials and coordinates equipment set-up.

BACKGROUND & EXPERIENCE

Before making the move to Bend in 2019, she worked as an accountant for a subcontractor in Fremont, California. Cathy brings 22 years of IT business applications in the semi-conductor and manufacturing industries to the Construction Services team. She is knowledgeable in project administration, supplier accounting and office administration. Cathy was a previous member of the Mission Peaks Fly Anglers in Fremont, California and was a part time employee in member services at the Southwest YMCA in Saratoga, California.

EDUCATION

- General Education, De-Anza College, Cupertino, CA

ACCOMPLISHMENTS & ACCOLADES

- Joined Compass Commercial — 2019
- Certified Travel Agent — 2016

PROFESSIONAL AFFILIATIONS

- Construction Contractors Board (CCB)