

CHIDOZIE ELVIS OKAFOR

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PROFESSIONAL SUMMARY

Strategic Director of Capital Projects and Program Manager with a Master of Architecture and a proven record leading multi-project portfolios for major institutional clients. Combines deep technical expertise in design, construction administration, and owner's representation with executive-level program management capability, overseeing multi-site capital improvement programs, driving process standardization, and aligning project delivery with organizational strategy. Skilled at managing complex stakeholder relationships, leading multidisciplinary project teams, and delivering capital programs on schedule and within budget. Multi-venture entrepreneur and senior operator with strong P&L awareness and executive leadership capability across construction, real estate, and corporate wellness sectors.

CORE COMPETENCIES

- Capital Program Management | Multi-Site Portfolio Oversight | Program Governance
- Executive Stakeholder Management | Board-Level Reporting | Strategic Planning
- Budget Development + Control | Cost Management | Schedule Management
- Owner's Representation | Design Management | Facilities Program Planning
- Vendor + Contractor Governance | GC Procurement | Contract Negotiation
- Process Standardization | Operations Compliance | Risk Management
- Team Development + Training | Organizational Leadership | Change Management

PROFESSIONAL EXPERIENCE

Owner's Representative | Contract Project Executive |

Independent Contractor — Boston, MA

2024 – Present

Deliver senior-level capital project management and owner's representation services across concurrent construction and development engagements in the greater Boston area, acting as strategic owner liaison across design, construction, and closeout phases.

- Manage concurrent active capital project engagements; establish project controls, reporting frameworks, and governance structures for ownership groups
- Develop and maintain comprehensive project schedules and budget tracking systems; proactively identify risk and implement mitigation strategies
- Lead contractor qualification support, procurement advisory, and ongoing GC performance management
- Produce executive-level program reporting packages for ownership, board-level stakeholders, and institutional leadership
- Drive process improvement and standardization initiatives across project delivery workflows to reduce risk and cost exposure

Senior Project Manager | Capital Projects Portfolio Lead |

Temple University — Philadelphia, PA

2023 – 2024

Managed a portfolio of concurrent capital projects for one of the largest academic institutions in the northeastern United States, delivering from programming through construction administration.

- Led the most comprehensive multi-site campus housing development study in Temple University's planning history: analyzed 7 development sites and produced a phased master plan projecting 3,462+ new residential beds delivered 2027–2037; presented directly to university leadership
- Managed full project lifecycle for the Ritter Annex Hall Lobby Renovation (750 sq. ft.): directed DD through CD phases, coordinated CPM and GC procurement, and maintained stakeholder communications through construction
- Oversaw design documentation, contractor coordination, and installation management for the Carnell Hall Bursar's Office (314 sq. ft.); delivered on schedule and budget
- Directed the institutional signage program for Temple University Center City Campus; navigated the city council review and approval process for large-scale building signage across two elevations
- Produced a donor-facing photorealistic visualization package for the College of Public Health clinic renovation, supporting capital fundraising for institutional leadership

Operations Director | Business Development Lead |

Utonix Nigeria Limited — Nigeria / United States

2015 – Present

Senior contributor to the operational and strategic leadership of a West African wholesale distributor of skincare and hair care products, with a distribution network spanning beyond West Africa.

- Directed operations compliance programs across a multi-country distribution network; led process redesign and standardization across logistics, inventory, and distribution workflows
- Designed and implemented staff training and development programs, building operational capability across the organization
- Managed international logistics coordination, including container shipments from the United States and other countries to Nigeria

ENTREPRENEURIAL HIGHLIGHTS

Founder + CEO, Red Remedy — Roxbury, MA | 2025–Present. Corporate wellness B2B beverage brand; executive oversight of operations, sales, supply chain, and brand strategy with active institutional contracts.

Founder + Developer, Trimacare — Roxbury, MA | 2026–Present. World's first culturally inclusive pregnancy lifestyle platform; executive leadership of full product strategy and 12-month development roadmap.

EDUCATION

Master of Architecture + Environmental Design — Temple University, Philadelphia, PA | 2019 – 2022

Bachelor of Science, Financial Accounting + Audit Practice — Covenant University, Nigeria | 2012 – 2016

Academic Achievement Award — Temple University

TECHNICAL SKILLS

Procore, Microsoft Project, Bluebeam Revu, AutoCAD, Revit, SketchUp 3D, Adobe Creative Suite, Notion, HubSpot CRM, Microsoft Office Suite, Google Drive

Languages: English (Fluent), Igbo (Native)