

Shirley S. Horne, CIT

for SECRETARY

Email: shorne@hayconstruction.com



Since 1991, I have been working with Hay Construction Company Inc. My duties as business manager cover all aspects of operations, including accounting, contracts, submittals, change orders, public relations and human resources. I also serve as Corporate Secretary. In 1992, I became a member of NAWIC. I have served in most every chapter office and committee, and I remain actively involved. Serving on Regional and National committees

has broadened my understanding of the Association as a whole. Through my NAWIC membership, I continue to gain knowledge of the construction industry and take advantage of training to enhance my leadership skills. I earned the Construction Industry Technician certification and am currently serving on the NAWIC Board of Directors as Region 11 Director.

Candidate Facts

Chapter Affiliation:

Myrtle Beach, S.C., Chapter #301
— Region 11

Year Joined NAWIC:

1992

Company:

Hay Construction Company Inc.

Company Type:

General Contractor

Position & Job Duties:

Business Manager – Oversee operations of general contracting firm, including accounting, contracts, human resources, submittals, corporate secretary.

Years in Construction: 17

Other Industry Experience:

Safety coordinator, budgeting, job cost accounting, scheduling, insurance, bonding, construction management, office management, purchasing, technical support.



Community/Industry Affiliations:

- Chamber of Commerce Membership Task Force and Networking Chair
- Home Owners Association President and Board Member, 1998-2008
- Habitat for Humanity
- March of Dimes
- Miracle League for Special Needs Children
- Junior Achievement
- CSI Products Fair

Education:

- CIT Certification, NEF

National Offices Held:

- Region 11 Director, 2007-2009

Elected Chapter Offices Held:

- Treasurer, 1998-1999, 1992-1993
- Vice President, 1997-1998
- President, 1995-1997
- Director, 1994-1995
- Secretary, 1993-1994

National/Regional/NEF Committee Chair:

- National Membership Chair, 2005-2006
- National Membership Co-chair, 2004-2005
- Region Block-Kids Chair, 2004-2005
- Region Membership Chair, 2003-2004
- Region Construction Industry Chair, 2002-2003
- Region Team Mates Chair, 2001-2002
- Region Membership Chair, 1999-2001
- Region Construction Industry Chair, 1994-1995

National/Regional/NEF Committee Member:

- Region Membership Task Force, 2004-2005
- Region Conference Auditor, 2004-2005

Outstanding NAWIC Participation:

- Myrtle Beach, S.C. Chapter 301 Member of the Year, 2005-2006, 2001-2002
- Red Rose Recruiter, 2001-2002, 1997-1998

Reason for Running

I am ready to serve NAWIC, the Association that has given me so much education, leadership opportunities and growth. I am committed to keeping the records of our Association in tact and easily accessible, with accuracy and detail.