

OVERVIEW AND WORK WITH RENOVA:

Edgar is an individual with a broad array of experience who combines creative thinking, logistics knowledge, and customer service expertise. From being an Arts major alumnus to Stanford University Director of Library Facilities to currently running his own business, Edgar is capable of addressing clients' relocation/moving needs with impeccable accuracy and efficient scheduling.

RENOVA is grateful for having Edgar's talent available whenever the need arises for projects move and relocation efforts.

SIGNIFICANT PROJECTS AND EXPERIENCE:

- ❖ CHIEF FACILITIES OFFICER
(Stanford University, Palo Alto, CA)
 - Redwood City Campus build out and move de-commissioning project(s) #
 - Newark Warehouse consolidation and move project#
 - Meyer Library de-commissioning and move project#
 - Cummings Art de-commissioning and move project#
 - Education Library de-commissioning and move project#
 - Y2E2 Engineering Library de-commissioning and move project#
 - Combined Sciences Building de-commissioning and move project#
 - SAL3 (Phase II) Build out and move project client representative#
 - Coupa Cafe Coffee Kiosk Project Manager #
 - Lathrop Library Cafe Project Manager#
 - David Ramsey Antiquarian Map Center Project Manager#
- ❖ DIRECTOR OF FACILITIES AND LOGISTICS MANAGER
(Monterey History and Art Association, Monterey, CA)
 - Manager Museum Exhibitions Preparator#
 - Historic Integrity Manager for all 9 Museum historic adobes and buildings#
 - Office Move & Special Events Manager#
- ❖ DIRECTOR OF FACILITIES AND LOGISTICS MANAGER
(Monterey Museum of Art, Monterey, CA)
 - Manager Museum Exhibitions Preparator#
 - Office Move & Special Events Manager#
 - IT Manager #
- ❖ RELOCATION AND OPERATIONS TECHNICIAN
(San Francisco Museum of Modern Art, San Francisco, CA)
 - Museum Store New Building location move coordinator #
 - Non-Art/Facilities Storage Manager#
 - Office Relocation Manager#
 - Lead Special Events Coordinator#



EDGAR MAXION
Projects Move & Relocation Expert
*Projects Move Manager & Lead
 Coordinator, Premier Coordination
 (www.premiercoordination.com)*

EDUCATION

B.A. in Arts
 San Francisco State University, San Francisco

General Education
 Skyline Community College, San Bruno

SKILLS

- Move/Change management
- Supervision & leadership
- Budget development & cost estimating
- Client training
- Project management integration & strategy development
- Space management
- Program relocation development
- Move process expertise and strategic planning
- Property, lease negotiations & CAM management
- Vendor relationship building
- Versed in FF&E procurement & distribution
- Management of vendors and outside partners
- High tolerance for shifting priorities

PROFESSIONAL CAREER

Premier Coordination
 2019 – Present

Stanford University
 2007 – 2019

Monterey History & Art Association
 2006 – 2007

Monterey Museum of Art
 2002 – 2006

San Francisco Museum of Modern Art
 1996 – 2002