

Matthew Duncan

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EMPLOYMENT HISTORY:**CFF Stainless Steel (2025- Present)****Head Receiver – Plant 1**

Operate Combilift tow motor and other material-handling equipment to receive steel and materials. Receive material and steel, inspect thickness, size, and weight, and confirm it matches paperwork. Unload trucks, tag bundles, and maintain accurate inventory of steel, skids, wood, materials, and consumables. Order skids, wood, materials, consumables, and handling supplies to support continuous operations. Manage waste material bins and coordinate removal and recycling. Organize, oversee and manage the yard at Plant 1 to ensure safe and efficient material flow and storage.

AMV Weddings Inc (2025-Present)**DJ and Emcee**

DJ and Emcee weddings across the Hamilton and Niagara Region.

Taylor Steel (2022-2025)**Crane Operator/Loader/Tow Motor**

Remote crane operator and loader on the 5/8" Cut to Length line. I have experience in crane operating and loading in the other buildings, Set-up operator on multiple slitter lines, Exit operator on 6 lines and I am an excellent tow motor driver, whether its doing upending/downending or unloading trucks.

ION Construction (2021- 2022)**Carpenter/Electrician's helper**

Installation of lights/receptacle boxes, wiring, installing lights, replacing panels and framing

NRB INC. (2018-2021)**Carpenter**

Complete construction of modular buildings (ranging from medical centres, schools, Bruce Power, daycares, office buildings, showrooms, affordable housing, etc.) which including steel stud framing, wall and roof erection, installation of exterior and interior insulation (such as rigid foam, fibreglass, expanding foam, vapour barrier wrap etc.) window installation, siding installation, cap flashing, drywall installation, HVAC systems (such as ducts, venting and bard unit installation), drop ceiling, ceiling tiles, A-1 flooring, baseboard, trim, window frame/jambes, door frame/jambes, door installation, cabinet/millwork installation and caulking/fire caulking.

Lawson's Construction (2017-18)**Carpenter/Drywaller**

Framing, insulation, ceiling grid, drywall for both residential and commercial contracts.

Event DJ (2015-present)**DJ and Emcee**

Host and run regular karaoke nights in the local area as well as DJing for weddings and events.

RM Landscapes (2008-2015)

Carpenter's helper

Exterior construction such fences, patios, sheds, gazebos, docks as well as removing, installing and repairing roof shingles.

Dex Reynolds Promotions (2007-2011)

Event Manager

Booked, managed and hosted events across southern Ontario.

Millwright Union Local 1916 (2007)

Apprentice Millwright

Contracted through E.S. Fox to Dofasco for repair and maintaining anything mechanical.

City of Burlington (2006-2007)

Sound Technician

Set up and operated the sound system at Velocity Youth Centre during concerts and events.

RMT Robotics (2004-2005)

Apprentice millwright

Assembled and disassembled robotic automated gantry systems.

Sunrise Spas (2002-2004)

Fiberglass technician

Sprayed fiberglass on to molds

Ontario Minor Hockey Association (1999-2004)

Referee

Refereed minor hockey across southern Ontario.

VOLUNTEER EXPERIENCE:

People's Party of Canada (2019)

Official Agent/Campaign Manager

Managed the federal campaign and oversaw the finances for the entire 2019 campaign.

People's Party of Canada (2018-2019)

President of Niagara West Electoral District Association

Delegate between local executives and federal executives, organize and head meetings, organize nominations, oversee executive board members and board of directors.

Andrew Scheer Campaign for Leadership (2016-2017)

Niagara Region Director

Digital content such as website content, social media outreach and presided over GOTV in Niagara West.

Effie Triantafilopolous nomination for Oakville North-Burlington (2017)

Communications Director and Digital Director.

Web development, creative content, email blasting, social media outreach and graphic design.

Rudy Cuzzetto nomination for Mississauga-Lakeshore (2017)

Digital Director

Web development and creative content.

ATTRIBUTES:

Great management skills, strongly motivated, advanced construction trade knowledge and skills, digital editing specialist, proficiency in HTML and CSS, mechanically inclined, advanced computer skills, meticulous, motivated, charismatic and well-spoken.

SOFTWARE KNOWLEDGE:

I am proficient in software Adobe Photoshop, Adobe Premiere Pro, Adobe Audition, Adobe Illustrator, Adobe Indesign, Adobe Lightroom, Adobe Acrobat, Adobe Muse, Avid Pro-Tools, Microsoft Outlook, Microsoft Excel, Microsoft Word and Microsoft Power Point.

COMPUTER PROGRAMMING PROFICIENCY:

HTML and CSS

OPERATING SYSTEM PROFICIENCY:

iOS, Android, Windows and Linux.

EDUCATION:

Niagara College (2004-2005)

Grimsby Secondary School (1999 to 2004)