

Margaritha Tahan

Project Administrator

With over 20 years of industry experience, Margaritha is skilled in all aspects of construction administration including insurance compliance, contract compliance, preparing submittals, change orders, RFIs, proposals, bids, marketing and sales, and monthly meeting coordination. At D+H, Margaritha is responsible for reviewing and analyzing owner/GC insurance requirements, tracking subcontractor insurance compliance, processing submittals, RFI preparation, subcontractor bid invitations, processing owner and subcontractor change orders, and compiling close-out documents. She is a proponent of affordable housing, believing that it is a basic right for everyone.



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☎ (510) 237-7883

34 Years of Industry Experience

Education

- > **Bundeshandelsakademie (Business Academy, five years)** – Villach, Austria: Graduated with Matura (exam that qualifies to enter any university in Austria), 1981

Experience

- > **Language Proficiency:** Fluent in English and German