Jordan Ellis

456 North 78th St | Seattle, WA | 123.456.0987 | jordanellis@email.com

# OBJECTIVE

Dedicated construction professional with over 7 years of comprehensive experience managing a range of projects. Eager to bring expertise in blueprint reading, project management, heavy machinery operation, and safety protocols to a dynamic team in a challenging supervisory role.

# EXPERIENCE

## Assistant Project Manager

### DEF Construction | Seattle, WA May 20XX - Present

Coordinate project details and ensure that the necessary materials are available. Schedule subcontractors and communicate expectations clearly to ensure project milestones are met.

## Site Supervisor

### ABC Construction | Seattle, WA Jul 20XX – May 20XX

Oversaw the daily activities on the construction site and ensured projects were completed on time. Coordinated between different teams and departments to ensure smooth project execution.

# EDUCATION

## Bachelor of Science in Construction Management

### Seattle University | Seattle, WA Jun 20XX

# Certifications

* Certified Construction Manager (CCM)
* OSHA Certified
* LEED Accredited Professional (LEED AP)

# Skills

* Blueprint reading
* Project management
* Heavy machinery operation
* Safety protocols
* Materials estimation and procurement

# REFERENCES

## Briana Hernandez

Olson Harris Ltd. | Contact information