

# JESSICA CLAIRE

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## Professional Summary

Adaptable and reliable general laborer with strong skills in construction, job site cleanup, lifting and carrying heavy objects. Excellent communications and math skills seeks position that provides steady employment and growth opportunities. Hardworking with experience providing excellent service as member of licensed construction teams. Familiar with safety regulations and occupational hazards. Providing in-depth knowledge of concrete types and gravel, sand, water and concrete mixing techniques. Safely operates a variety of heavy equipment.

## Skills

- Stonework
- Project presentation
- Commercial construction
- Heavy Equipment Operation
- Residential construction
- Blueprints and schematics
- Construction management
- Hand and power tools
- Scaffolding construction
- Drywalling
- Safety and compliance
- Loading and Unloading Proficiency
- Construction Knowledge
- Safety awareness
- Rebarring

## Work History

### Landscape Designer, 01/2019 to Current

Fuss & O'neill – Quincy, MA

- Installation of patios and walkways.
- Construction of retaining walls.
- Installation of storm drainage systems.
- Demolition of existing concrete structures.
- Construction of new foundations.
- Snow removal for residential and commercial sites.
- Operated heavy equipment such as excavators, backhoes and front loaders.
- Provided expert lawn care, mulching, aerating and trimming around walks, walls and flower beds.
- Diagnosed problems with equipment and performed regular maintenance for long-term functionality.
- Followed planned landscaping designs to determine placement of sod, sown grass, flowers and foliage.
- Removed tree stumps, roots and debris for cohesive landscape appearance.
- Performed equipment maintenance and repairs to keep tools functional for projects.
- Assisted with irrigation system maintenance and repair.
- Brought materials and tools from trucks and storage facilities to work site locations and organized for expected needs.
- Worked independently in fast-paced environment while meeting productivity and quality expectations.
- Gathered waste and trash from job sites for placement in refuse containers to keep job sites clean and organized.
- Attended safety trainings and workshops offered by employer, bolstering overall knowledge of appropriate measures and determining areas requiring improvement.
- Utilized hammers, saws, squares, levels and fastening devices to complete projects.
- Prepared job sites for work plans by measuring and marking different distances.
- Directed traffic away from hazardous locations to protect team members and general public.
- Determined materials needed for daily shift and loaded vehicles with equipment and supplies.
- Interacted daily with various project managers, subcontractors and municipal inspectors to complete construction projects.
- Communicated with equipment operators to effectively assign equipment and manage smooth materials movements.
- Operated equipment such as fork trucks and skidders.
- Prepared and cleaned surfaces for rebuilding purposes by removing damaged tiles, bricks and mortar.
- Completed special projects such as recreational designs and site rehabilitations.
- Rendered designs with manual and computer-aided methods.
- Consulted with customers and analyzed locations to develop concepts.
- Installed stonework according to landscape design plan and client specifications.
- Inspected machinery to spot damage and note needed maintenance repairs.

### Carpenter, 01/2017 to Current

Td Garden – South Windsor, CT

- Installed furniture at college universities.
- Installed seamless corian structures.
- Installed fixed beam systems into concrete surfaces.
- Supervised labor, materials and equipment for large commercial projects.
- Kept site work safe and in line with budget, schedule and applicable building codes.
- Reviewed plans from architects and consulted with clients to gain deeper understanding of project plans, constraints and objectives.
- Delivered outstanding service to customers to maintain and extend relationships for future business opportunities.
- Collaborated closely with clients to better understand entire project scope.
- Performed inspections of job sites to verify staff and subcontractor observance of important safety protocols.
- Interpreted job site supervisor's orders and technical documentation to complete accurate work.
- Safely used all tools and equipment to prevent worksite injuries.
- Coordinated safety and construction equipment orders with purchasing manager.

### Laborer, 01/2019 to 02/2020

Carestream – Ma, MA

- Unloaded items and goods from trucks into main storage area for transfer to shelves.
- Operated pallet jacks and forklifts to aid in safe transport of heavy items.
- Handled packages with care while transporting from truck to loading dock.
- Assisted other team members in navigating large loads.
- Promoted workplace safety by reporting or mitigating hazards for heavy equipment use.
- Loaded and unloaded materials onto or from pallets, trays, racks, and shelves by hand.
- Unloaded packages with care and placed in proper staging area.
- Maintained organized work area by storing equipment safely and properly.
- Adhered to company safety protocols and complied with OSHA standards.
- Sorted and properly arranged items.
- Visually inspected all pallets for deliveries to verify quality and accuracy of shipments.

### Masonry Laborer, 01/2017 to 12/2019

The Gallegos Corporation – Big Sky, MT

- Operated trowels and sponges to apply grout between joints of tiles and bricks.
- Operated drills, paving breakers and powered abrasive saws to cut or demolish bricks and concrete.
- Mixed mortar, plastic and grout according to standard formulas.
- Completed initial site preparation and maintained neat work areas for duration of job.
- Prepared and cleaned surfaces for rebuilding purposes by removing damaged tiles, bricks and mortar.
- Utilized hammers, saws, squares, levels and fastening devices to complete projects.
- Signaled truck drivers to position truck to facilitate pouring concrete into constrained locations.
- Mixed mortar to lay bricks, stones and concrete sidewalks.
- Operated equipment such as forklifts to move bricks and supplies.
- Installed anchor bolts, steel plates and door sills in freshly poured concrete to provide decorative finish.

## Education

### High School Diploma: 06/2018

Watchung Hills Regional High School - Warren Township, NJ

## Certifications

- Contractor Safety Orientation Program for Chemtrade Water Chemical