

# Jade Bowen

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## Professional Summary

Project and Construction Management professional with over 21 years of experience leading multimillion-dollar projects in telecommunications and construction. Skilled in project planning, budget management, site supervision, and quality assurance. Known for optimizing operational processes, managing complex timelines, and implementing safety protocols to deliver projects on time and within budget. Expertise in LTE/5G network upgrades, fiber optic installations, and telecommunications infrastructure development.

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## Core Skills

- **Project & Construction Management:** Scheduling, Budgeting, Site Coordination
  - **Telecommunications Infrastructure:** LTE/5G Upgrades, Fiber Optic Installation, Cell Tower Construction
  - **Quality Assurance & Compliance:** OSHA Standards, Safety Protocols, Regulatory Compliance
  - **Team Leadership:** Crew Management, Training & Development, Cross-Functional Collaboration
  - **Vendor & Stakeholder Management:** Contract Negotiation, Client Relations, Resource Allocation
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## Professional Experience

**First Point Group – Ericsson – Boise, ID**

*Construction Coordinator / Network Engineer (Contract)*

October 2021 – July 2022

- Oversaw all aspects of cell tower construction and network upgrades, coordinating multi-site deployments to ensure minimal downtime and optimal network performance.
- Managed project timelines, working closely with engineering and field operations teams to achieve milestones without compromising quality standards.
- Monitored resource allocation and budget adherence across multiple projects, proactively identifying cost-saving opportunities and minimizing unnecessary expenses.

- Acted as the main point of contact for field operations, ensuring smooth communication and coordination between project teams, clients, and stakeholders.
- Conducted extensive site surveys to validate engineering plans, assess site-specific risks, and ensure accurate project specifications.
- Provided dispatch oversight, ensuring efficient crew routing and equipment readiness for on-site deployments, improving project response times.

#### **Key Achievements:**

- Successfully minimized project delays by optimizing workflows, resulting in a 15% improvement in on-time delivery.
- Enhanced operational efficiency by implementing standardized work package review processes, accelerating project completion and reducing administrative overhead.

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#### **KGP Co – Boise, ID**

*Outside Plant (OSP) Construction Manager (Contract)*

February 2021 – October 2021

- Directed large-scale fiber optic projects, managing the installation of over 500 miles of Fiber-to-the-Home (FTTH) and Fiber-to-the-Curb (FTTC) infrastructure.
- Oversaw a team of 5 supervisors and more than 20 field crews across multiple locations, ensuring project tasks were executed on schedule and in line with client expectations.
- Conducted pre-construction site assessments to identify logistical and technical challenges, developing proactive solutions to mitigate delays.
- Coordinated contractor performance evaluations, providing feedback and ensuring adherence to quality standards, timelines, and regulatory requirements.
- Led comprehensive quality control checks for fiber installation, splicing, and testing, maintaining consistent standards across all project sites.
- Established strong working relationships with local authorities and property owners to streamline permitting and Right-of-Way access, ensuring regulatory compliance.

#### **Key Achievements:**

- Completed a major fiber installation project ahead of schedule, avoiding potential penalties and improving client satisfaction.
- Developed and enforced safety protocols that resulted in zero work-related incidents throughout the project lifecycle.

**MasTec Network Solutions – Boise, ID**  
*Construction Manager*

January 2018 – April 2020

- Directed a diverse portfolio of construction projects across multiple states, overseeing LTE, 5G, and fiber optic upgrades for cellular infrastructure.
- Managed teams of up to 15 crews and multiple subcontractors, ensuring all project milestones were achieved within established timelines and budget constraints.
- Coordinated all construction phases, including site acquisition, permitting, equipment procurement, foundation work, tower erection, and antenna installation.
- Created detailed project plans, tracking progress and budget allocations to ensure financial efficiency and on-time project delivery.
- Liaised with legal teams, municipal authorities, and regulatory agencies to secure necessary permits and ensure full compliance with federal, state, and local laws.
- Conducted routine site inspections and quality audits, implementing corrective actions when necessary to maintain high standards of workmanship.
- Implemented training programs to educate crews on safety best practices and OSHA compliance, reducing incidents and promoting a safety-first culture.

**Key Achievements:**

- Successfully delivered numerous cell site projects on schedule, significantly expanding network coverage and enhancing service reliability across multiple regions.
- Reduced rework by 20% through stricter quality assurance processes and improved contractor performance monitoring.

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**Broken Arrow Communications – Boise, ID**  
*Regional Manager*

July 2015 – May 2017

- Led regional operations for cell tower construction and maintenance, managing eight teams across multiple sites to achieve project goals within budget and schedule constraints.
- Developed and implemented regional strategies to optimize resource allocation and enhance operational efficiency across various project sites.
- Coordinated spending with a focus on cost control, managing budgeting, expense tracking, and per diem allocations to maintain financial oversight.
- Supervised and coordinated activities of general contractors and subcontractors, ensuring adherence to contract terms, safety protocols, and quality standards.
- Championed a safety-first culture by conducting weekly safety meetings and establishing training programs, promoting awareness and compliance among all team members.
- Set performance benchmarks and conducted regular evaluations, providing feedback to enhance productivity and encourage continuous improvement.

### **Key Achievements:**

- Improved project efficiency by streamlining crew scheduling and optimizing resource management, resulting in faster project completion times.
  - Designed a comprehensive training program that reduced onboarding time for new hires and significantly improved overall crew performance and safety compliance.
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**Benchmark Electric** – Boise, ID  
*Construction Manager / Foreman*

March 2012 – July 2015

- Oversaw cell tower infrastructure projects, supervising civil excavation, site restoration, antenna systems, and telco installations to meet client requirements.
- Directed daily construction activities, assigning tasks to team members, monitoring progress, and ensuring adherence to safety protocols.
- Conducted daily toolbox meetings to communicate work instructions, discuss potential hazards, and reinforce safety standards.
- Managed quality control by inspecting completed work to ensure compliance with design specifications, safety standards, and industry regulations.
- Trained and mentored new construction workers, providing hands-on guidance to promote skill development and adherence to project protocols.
- Assisted with securing permits and site leases, collaborating with municipal authorities to ensure regulatory compliance and efficient project initiation.

### **Key Achievements:**

- Improved project efficiency by implementing enhanced task scheduling and resource allocation strategies, resulting in timely project completion.
  - Played a critical role in LTE and 5G network upgrades, ensuring seamless integration with existing infrastructure and leading team training that enhanced productivity and safety compliance.
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### **Certifications**

- OSHA 10 & 30 Certified
  - First Aid & CPR Certified
  - Tower Rescue & Rope Access (ComTrain Certified Instructor)
  - ODM Fiber Testing & Cleaning Certified
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## Technical Proficiencies

- **Project Management Tools:** Microsoft Project, Smartsheet
- **Telecommunications Tools:** LTE, 5G Deployment, Fiber Splicing, RF Testing
- **Office Tools:** Microsoft Office Suite, Google Workspace



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