1. Sourced and managed [Type] construction materials worth over $[Amount] for [Number] sites.
2. Reviewed construction plans and financial projections to verify accuracy and feasibility of [Type] projects.
3. Prepared diagrams, charts and surveys showing [Type] information about job locations and project scopes.
4. Monitored team of [Number] personnel during construction activities for compliance with health and safety requirements.
5. Managed construction equipment maintenance to minimize costs and avoid project disruption.
6. Prepared and reviewed engineering specifications, scopes of work, schedules of payments and other documents.
7. Responded to technical concerns quickly and effectively devised solutions.
8. Used [Software] to keep detailed records of daily progress, incidents and issue resolutions.
9. Surveyed, graded and leveled [Type] construction sites.
10. Prepared site reports and organized subcontractor invoices, codes documentation and schematics.
11. Implemented on-site sustainable waste disposal and recycling programs to reduce project environmental impact.
12. Prepared master schedule to track project deliverables and meet key milestones.
13. Surveyed site, marked locations and oversaw construction of roads and other infrastructure components.
14. Supervised and monitored daily tasks of [Number] subcontractors.
15. Recorded daily events and activities in site diary to evaluate process and improve productivity.
16. Oversaw quality control and health and safety matters for construction teams.
17. Ordered and tracked delivery of construction materials and supplies from vendors.
18. Coordinated site investigations, documented issues and escalated to executive teams as needed.
19. Checked technical designs and drawings for adherence to standards.
20. Analyzed survey reports, maps, blueprints and other topographical and geologic data to effectively plan infrastructure and construction projects.