1. Reviewed construction plans and financial projections to verify accuracy and feasibility of [Type] projects.
2. Prepared and reviewed engineering specifications, scopes of work, schedules of payments and other documents.
3. Sourced and managed [Type] construction materials worth over $[Amount] for [Number] sites.
4. Monitored team of [Number] personnel during construction activities for compliance with health and safety requirements.
5. Used [Software] to keep detailed records of daily progress, incidents and issue resolutions.
6. Supervised and monitored daily tasks of [Number] subcontractors.
7. Recorded daily events and activities in site diary to evaluate process and improve productivity.
8. Prepared diagrams, charts and surveys showing [Type] information about job locations and project scopes.
9. Managed construction equipment maintenance to minimize costs and avoid project disruption.
10. Performed quality control procedures on equipment and materials.
11. Responded to technical concerns quickly and effectively devised solutions.
12. Coordinated site investigations, documented issues and escalated to executive teams as needed.
13. Surveyed site, marked locations and oversaw construction of roads and other infrastructure components.
14. Planned and coordinated construction projects such as [Type] and [Type].
15. Calculated load levels and material stress factors using [Software] to identify design constraints.
16. Prepared site reports and organized subcontractor invoices, codes documentation and schematics.
17. Managed various stages of construction projects, including [Type] and [Type].
18. Ordered and tracked delivery of construction materials and supplies from vendors.
19. Conducted project site visits to meet with construction staff, evaluate progress and discuss operational issues.
20. Reviewed and complied with local building codes and zone regulations.