Jennifer Glover

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# Site Manager – Construction Industry

***Residential & Commercial Construction | Project Scheduling & Coordination | Procurement & Material Management***

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| ***Professional Summary:***   * Resourceful and safety-focused professional with over 8 years of hands-on experience in residential, commercial, and multi-use building projects. * Proven ability to supervise crews, manage daily site operations, coordinate subcontractors, and ensure timely project delivery within budget. * Skilled in interpreting blueprints, maintaining compliance with OSHA regulations, and ensuring coordination among teams, clients, and inspectors. * Adept at solving on-site challenges quickly to avoid costly delays while upholding high standards of quality and craftsmanship. * Committed to creating organized, safe, and efficient work environments that promote productivity and accountability across all phases of construction. | ***Areas of Expertise:***   * OSHA Safety & Regulatory Compliance * Subcontractor & Crew Supervision * Blueprint & Technical Plan Reading * Cost Avoidance & Reduction * Team Leadership & Training * Inventory Optimization * Safety & Security Programs * Budgeting & Cost Tracking * Change Order Management * Stakeholder Communication |

**Experience & Accomplishments**

*Assistant Site Supervisor, 2022 – Present*

EVERGREEN BUILDERS LLC | Seattle, WA

* Managed 12-person crew on mid-rise residential builds, ensuring productivity, safety, and adherence to project timelines.
* Led site operations, coordinated subcontractors, and enforced safety protocols for smooth, compliant project execution.
* Tracked project milestones and prepared progress reports to keep management and clients informed and aligned.
* Performed regular site inspections to maintain quality standards and ensure construction met project specifications.
* Collaborated with site engineers to implement layout adjustments that improved workflow and reduced material waste.

*Project Coordinator, 2018 – 2022*

CASCADE CONSTRUCTION GROUP | Tacoma, WA

* Scheduled subcontractors and suppliers to ensure timely delivery and progress on commercial renovation projects.
* Supervised the purchase orders and inventory efficiently, reducing material waste and controlling overall project costs.
* Actively collaborated with architects and engineers to clarify construction plans and quickly resolve onsite challenges.
* Assisted managers by creating accurate documentation and monitoring compliance with safety and building regulations.
* Streamlined vendor communication by building a tracking system, improving procurement efficiency, and reducing delays.

*Construction Laborer, 2015 – 2018*

PACIFIC CREST CONTRACTING | Bellevue, WA

* Expertly executed site preparation, demolition, framing, and finishing tasks efficiently under supervisor guidance.
* Maintained clean and safe job sites by strictly following OSHA regulations and company safety protocols.
* Safely operated hand and power tools, including forklifts and compact equipment, to support construction tasks efficiently.
* Supported tradespeople by efficiently setting up materials and maintaining well-organized, safe work areas daily.
* Cross-trained in multiple trades to expedite build phases, improve team flexibility, and minimize project downtime.

**Educational Background**

**Associate Degree in Construction Technology |** Seattle Central College, Seattle, WA

***Certifications:*** *OSHA 30-Hour Safety Certification • NCCER Certified Core Curriculum • CPR & First Aid Certified*