

# JORDAN EDMUNDS

## OPERATIONS MANAGER

### CONTACT

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Pittsburgh, PA

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### EDUCATION AND CERTIFICATIONS

Howard University - May 2016  
Bachelor of Arts in Economics and  
Political Science

OSHA 30

LEAD Renovator R-I-99273-23-02058

#### Turner Construction

Stormwater Compliance Program  
Stormwater Compliance  
Coordinator

### TECHNICAL SKILLS

- OSHA 30 Safety Compliance
- Site Safety Management
- Project Management
- Contract Management
- Construction Management
- Lean Construction
- RFI Submission and Review
- Daily Construction Reports
- Project Scheduling (P6)
- Bluebeam
- Procore
- Document Review
- Quality Assurance
- Quality Control
- Negotiation
- Budgeting
- Risk Management
- Cost Estimation
- Site Inspection

### COMPETENCIES

- Communication
- Collaboration
- Leadership

### PROFILE

Highly skilled Construction & Operations Manager with 10 years of experience as a Superintendent, Field Engineer and Laborer. A proven track record in managing large-scale construction projects, optimizing operational efficiency, and leading diverse teams to achieve project goals within stringent timelines and budgets. Adept at implementing innovative solutions to streamline processes, enhance productivity, and ensure compliance with safety and quality standards.

### EXPERIENCE

#### Pittsburgh Restoration & Construction Services Operations Manager

May 2019 - Present

- Managed and reviewed construction projects from inception to completion, ensuring timely delivery and budget adherence
- Enhanced safety on job sites by conducting regular inspections and enforcing compliance with OSHA regulations.
- Maintained successful collaboration among team members, suppliers, and stakeholders, engineers, contractors, to ensure project objectives and completion
- Improved customer satisfaction by promptly resolving disputes, fostering open communication channels, and upholding high standards of service delivery.
- Managed facility maintenance, ensuring optimal functionality of equipment and infrastructure at all times.
- Supervised project plans and resolve any issues
- Negotiated and maintained strategic relationships with key suppliers and vendors, achieving cost savings and ensuring timely delivery of high-quality materials.

### PROJECTS

Successfully managed and completed various projects on time and budget. My construction expertise spans a wide range of sectors including, residential, commercial, aerospace, government agencies, healthcare, education, and manufacturing.

**Pittsburgh Public Schools** - Brookline Elementary – \$800,000 Masonry Restoration Project.

**Pittsburgh Parking Authority** – Various masonry and concrete commercial restoration projects and emergency response disaster relief projects.

**Amazon Distribution Center** – Assembly line package processing emergency response projects

- Critical Thinking
- Teamwork
- Analytical Skills
- Innovation
- Information Management
- Time Management
- Team Management
- Attention-to-Detail
- Highly Motivated
- Active Listener
- Multitasking Abilities
- Customer Service Skills

## HONORS

Turner Construction Mid-Atlantic Office,  
**2018 Rookie of the Year Award**

**Panelist, 2017** Conference of Minority  
Transportation Officials, Detroit MI.

## COMMUNITY SERVICE

Sacred Heart Elementary School,  
JV Basketball Team Head Coach,  
2020 - 2022

Taylor Allderdice High School, Assistant  
Basketball Coach, 2022 - Present

Legendz Athletics, High School  
Basketball Coach, 2022 - Present

## REFERENCES

**Jamal McDonald** – Residential &  
Commercial Client, 412-853-9894

**Curtis Williams** – Residential Client,  
Owner of Legendz Athletics,  
724-747-1668

**Brian Lafferty** – Turner MEP  
Superintendent, 540-809-8730

**David Stumpf** Architect, 412-592-  
6970

**Peter Pieck** – Turner Superintendent,  
540-460-1419

**Devin Crummie** – Taylor Allderdice  
Head Basketball Coach, 412-583-  
7513

**University of Pittsburgh** - Hyacinth Place Student Residence - \$75,000  
masonry restoration and concrete sidewalk.

**Williams Residence** - 3 car garage to in-law suite and new 4 car garage  
addition built to match the existing home's exterior facade. – \$210,000

**Hilltop Alliance Projects** – Completed residential updates including new  
kitchens, bathrooms, roofs, windows, siding, concrete sidewalks,  
retaining walls, etc.

**Turner Construction Company, Washington, DC**      **Oct 2017 – May 2019**  
**Lead Night Shift Superintendent, Ronald Reagan National Airport -**  
**Secure National Hall Project**

- Managed the billing process for Work-In-Place (WIP), including monthly work estimates, payrolls, material invoices, and subcontractor payment
- Streamlined communication among team members, subcontractors and Airport Operations, leading to increased productivity and better collaboration.
- Continuous planning, updating and communication with Airport Operations, FAA Tower Operations, and Airport Police regarding traffic, pedestrian, or airplane movement pattern changes.
- Developed strong relationships with clients, architects, engineers, and other stakeholders to ensure smooth collaboration throughout the project lifecycle.
- Updated Progress Schedules and Critical Path Analysis.
- Fostered a culture of accountability on job sites, encouraging team members to take ownership of their tasks contributing to the overall success of projects.

**Turner Construction Company, Washington, DC**  
**Field Engineer, United States – Capital Dome Restoration Project**  
**May 2016 - Oct 2017**

- Managed budget, scheduling, quality assurance, safety compliance, and coordination of construction trades and contractors.
- Delivered high-quality field services, ensuring all projects were completed on time and within budget constraints.
- Developed comprehensive reports DCRs. (Daily Construction Reports) by documenting field activities, findings, and recommendations for improvement.
- Monitored construction methods and installations, inspection, and testing processes during a project.
- Served as liaison between the site Architects of the Capitol engineering team and field to coordinate work by design and construction documents.
- Led successful project closeout procedures, ensuring all contractual obligations were met and any outstanding issues resolved promptly.

**Howard University, Washington DC**      **2014 - 2016**  
**Property/Building Engineer & Maintenance Supervisor – East and West**  
**Tower Dorms**

- Led a team of student employees thru the day to day repairs, upkeep and general maintenance of the building.

