

ALIYA JACKSON

An assistant project manager with five years of experience within the construction industry, specializing in procurement, logistics, and cross-functional leadership. A strong history of coordinating with project managers to execute multi-million dollar construction build-outs.

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PROFESSIONAL EXPERIENCE

ASSISTANT PROJECT MANAGER

Williams & Sons Construction, Worcester, MA | August 2021 - Current

- Support project managers in the execution of over 25 residential and commercial build-outs valued at \$300,000 to \$2 million, including office renovations and custom homes
- Collaborate cross-functionally with architects, contractors, engineers, and to ensure alignment with building codes, safety regulations, and client specifications
- Deliver weekly status reports and provide recommendations to project managers and stakeholders to identify solutions to project roadblocks and scheduling conflicts

ASSISTANT PROJECT MANAGER

Miller Construction Group, Hartford, CT | June 2019 - July 2021

- Oversaw procurement and logistics for 20 residential construction projects, negotiated vendor contracts, and generated over \$120,000 in annual cost savings
- Performed comprehensive site inspections to resolve potential safety hazards and ensure adherence with OSHA safety regulations, resulting in a 30% reduction in work-related incidents during project delivery

KEY SKILLS

- Construction management
- Procurement
- Logistics
- OSHA safety
- Resource allocation

EDUCATION

MASTER OF SCIENCE (M.S.) CONSTRUCTION MANAGEMENT

University of Massachusetts, Amherst, MA | 2019

BACHELOR OF SCIENCE (B.S.) CIVIL ENGINEERING

Springfield College of Engineering, Springfield, MA | 2017

CERTIFICATIONS

- OSHA 30-Hour Construction Training Certificate | 2020
- Certified Construction Manager (CCM), Construction Management Association of America | 2019