

# ETHAN MARTINEZ

## Construction Assistant

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🌐 www.qwikresume.com



### PROFESSIONAL SUMMARY

Enthusiastic and reliable Construction Assistant with two years of hands-on experience in supporting construction projects. Demonstrated ability to effectively manage tasks in dynamic environments, ensuring safety and efficiency. Adept at collaborating with teams, interpreting plans, and facilitating smooth operations. Eager to contribute to project success and grow within a forward-thinking organization.

### WORK EXPERIENCE

#### Construction Assistant

Blue Sky Innovations

📅 Mar / 2024-Ongoing  
📍 Chicago, IL

- 1. Assisted in daily construction site operations and ensured compliance with safety regulations.
- 2. Coordinated with subcontractors and suppliers to facilitate timely project completion.
- 3. Maintained accurate records of materials, labor, and equipment used on-site.
- 4. Supported project managers in scheduling and planning construction activities.
- 5. Conducted site inspections to monitor progress and adherence to project specifications.
- 6. Operated hand and power tools safely and efficiently under supervision.
- 7. Assist in the operation of machinery and tools, ensuring they are used safely and effectively.

#### Construction Assistant

Summit Peak Industries

📅 Mar / 2023-Mar / 2024  
📍 Denver, CO

- 1. Support daily project operations to ensure timely completion of asphalt jobs.
- 2. Assist in on-site customer relations to address inquiries and concerns.
- 3. Coordinate arrival of equipment and tools to job sites to avoid delays.
- 4. Prepare surfaces by shoveling and spreading paving materials.
- 5. Ensure asphalt is applied smoothly and meets quality standards.
- 6. Collaborate with team members to optimize workflow and efficiency.

### EDUCATION

#### Associate of Applied Science in Construction Management

City College of Technology

📅 Mar / 2022-Mar / 2023  
📍 Santa Monica, CA

Focused on construction project management principles, safety regulations, and site operations.

### SKILLS



### ACHIEVEMENTS

- ★ Assisted in completing over 15 construction projects on time and within budget.
- ★ Received commendation for maintaining high safety standards on job sites.
- ★ Streamlined material inventory processes, reducing delays by 20%.