

JASON P. WOODS

CONSTRUCTION PROJECT COORDINATION | FIELD QA/QC | BUILDING ENVELOPE

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PROFILE

Construction Management graduate with about 1.5 years of field quality assurance and project closeout experience at Tremco. Worked with contractors and facility representatives on roofing and building-envelope projects across colleges, hospitals and university campuses in New Jersey, Pennsylvania and Maryland.

CORE SKILLS

Project coordination | Field QA/QC | Roofing and building-envelope inspection | Document control
Specification and warranty compliance | Deficiency tracking | Contractor follow-up | Owner reporting | Closeout

PROFESSIONAL EXPERIENCE

TREMCO ROOFING & BUILDING MAINTENANCE

Field Resources Representative

NJ, PA & MD

Mar 2024 – Jul 2025

- Inspected installed roofing and building-envelope work across a 50+ facility institutional portfolio, including Princeton University, community colleges and hospitals.
- Checked work against project specifications and manufacturer warranty requirements; recorded deficiencies and open items.
- Coordinated contractor corrections and verified that outstanding issues were resolved before closeout.
- Wrote field reports for facility owners and internal teams covering site conditions, work status and required follow-up.
- Prioritized work across multiple active sites in three states, coordinating with contractors and facilities staff in occupied buildings.

Construction Management Intern

May 2023 – Aug 2023

- Supported commercial construction work through field documentation, inspection coordination, progress checks and quality-control records.
- Worked with contractors and internal teams to address field issues; received an offer to return full-time.

MEROLA TILE

Warehouse Associate, Freight Department

Manalapan, NJ

2022 – 2024; 2025 – 2026

- Verified orders and coordinated freight movement and delivery preparation in a high-volume distribution center.

EDUCATION & TRAINING

Rowan University | Bachelor of Arts in Construction Management | May 2024

Henry M. Rowan College of Engineering

OSHA 10-Hour Construction Safety Training

TECHNICAL SKILLS

Microsoft Excel, Word, Outlook, PowerPoint | SafetyCulture digital inspections | OLI
Python and AI workflow automation (self-directed)