



## CAREER PROFILE

# Construction Coordinator

### CAREER OUTLOOK <sup>3</sup>

Job growth for **construction coordinators** is expected to grow faster than average!

**Projected job growth:**  
11% (2020–2030)

**Average salary range:**  
\$97,180/year

#### Blueprint

A design plan or technical drawing.

#### Timetable

A chart showing a project's schedule.

By collaborating with engineers, designers, and other workers, **construction coordinators** prepare for jobs months in advance. They use **blueprints** to understand the scope of work and create **timetables** and work schedules. These rule-followers inspect the work carefully to ensure the site is both safe for the workers and that all rules and regulations are implemented. Their attention to detail comes in handy when equipment is put into place and as they check to see that all jobs are completed according to plan, design, budget, and timeline. Construction coordinators work in many industries, including the natural gas and oil industry.

### WHAT IS A CONSTRUCTION COORDINATOR? <sup>1,2</sup>

**Construction coordinators** are communicators, decision makers, and leaders. They need to collaborate with others when planning and implementing their work. They must convey complex information and directions both orally and in writing. They need to analyze the job at hand and decide the best crew for the job. They create a timeline and stick to deadlines and budgets. Construction coordinators use their leadership skills to delegate tasks and talk through problems that arise. They have a lot of rules to follow, but their attention to detail ensures that the site remains safe and compliant.

### IS CONSTRUCTION COORDINATOR A GOOD CAREER FOR ME?

Construction coordinators are:

- Curious problem solvers.
- Confident leaders.
- Good at following directions and procedures.
- Excellent communicators.
- Decision makers.

<sup>1</sup> <https://www.betterteam.com/construction-coordinator-job-description>

<sup>2</sup> <https://www.ziprecruiter.com/Career/Construction-Coordinator/What-Is-How-to-Become>

<sup>3</sup> <https://www.bls.gov/ooh/management/construction-managers.htm>



# Construction Coordinator

## AM I...

- A good leader?
- Confident?
- Organized?

## DO I...

- Like to follow rules and procedures?
- Finish my assignments and projects on time?
- Communicate well?

## HOW DO I BECOME A CONSTRUCTION COORDINATOR?

You will need to:

- take classes in math, mechanics, and technology.
- develop your communication and leadership skills.
- study business administration and project management in college.
- get job experience working in construction.