



JAYNE MARSHALL
General Manager

Jayne started her construction career in Manhattan Beach, California working for Jerry German & Associates at 16 years old. With a vast range of responsibilities at a young age she quickly learned the inside track to running the office.

After relocating to Aspen Colorado she worked with Hansen Construction, one of the largest custom home builders in the area. Her expertise led her to specialize in construction accounting, accounts payable and receivables which gave her an inside overview of job costing.

Forrest Painting & Decorating in Basalt Colorado stole her away from Hansen Construction in order to expand, grow and develop their business in the office management side. With her help the company grew from \$900K to \$4.2 mil per year in gross sales. With continued education and experience she developed extensive job costing, contractual and office management skills.

Returning to California in 2004, she worked with the HiFi Club in Santa Barbara, a custom low voltage contractor who specializes in high end entertainment and smart home technology. Her abilities made her the one girl office that did everything from contract administration, shipping and receiving to payroll, payable, receivables, human resources, and maintenance.

During her construction career she has also been a licensed insurance agent, a real estate owner and landlord, has taken many continuing education classes in accounting as well as numerous seminars in office management, employee relations and human resources. She is also a licensed, registered and insured Notary Public for the State of California.

She joined Apex General Contractors in June of 2009. She replaced two other full time office staff positions as a multi-tasking, organized, efficient and knowledgeable staff member.

As the General Manager of Apex, she runs the business end of the corporation. From public works, to payroll and accounting to contracts and banking, she oversees the daily operation of the contracting world. Any questions you may have in these areas can usually be answered by Jayne.