ROBERT SMITH

Head Custodian

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SUMMARY

General Laborer/Head Custodian with 24 years of experience in demolition, landscaping, painting, buffing/waxing floors, janitorial services. Accompanied with great communication skills and the ability to adapt and learn. To secure a position with a stable and profitable organization, where I can be a member of a team and utilize my business experience to the fullest.

CORE COMPETENCIES

Cleaning, Plumbing, Minor Electrical Repairs, Emergency/security Management, Equipment Repair And Maintenance

PROFESSIONAL EXPERIENCE

Head Custodian

ABC Corporation - January 2012 – July 2015

Key Deliverables:

- Responsible for cleanliness, minor maintenance, and upkeep of all campus buildings inside and outside.
- Vacuumed, swept, mopped and or spot cleaned classrooms, bathrooms, hallways, offices, all areas as directed to or needed.
- Performed light maintenance on school equipment, furniture, buildings including but not limited to light plumbing repair, replacement of light bulbs.
- Performed specialized tasks during adverse weather conditions and college closures, help with real and or training emergencies, fire drills.
- Rearranged the classrooms, common areas and other duties as assigned by the head of maintenance and or head of school campus.
- Mowed the grass, weeding, planting and or removal of plants to include trees, bushes, flowers.
- Maintained underground sprinklers, kept sidewalks and parking lots clean of debris, emptied trash receptacles, raised and or lowered flag, removed and replaced flag is found to be in poor condition.

Head Custodian

ABC Corporation - October 1990 – December 2011

Key Deliverables:

- Responsible for the overall cleanliness and proper functioning of the building and campus, including all custodial maintenance and service to the principal, staff, and students.
- Worked includes responsibility for overseeing all other building custodial staff.
- Maintained all parts of the building and grounds including walks and parking lots in a clean and sanitary condition, reported needed repairs to the principal or maintenance zone foreman.

2259 Oak Street, Old Forge, New York, 13420
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- Ensured all painting supplies, gas and oil supplies are stored according to local and state regulations.
- Checked all campus outside lighting, heating and cooling, fire equipment, elevator and notified the head of maintenance when major problems occur and or repairs are needed.
- Maintained public relations and give service the highest priority throughout the entire scope of work including administration, students, and the general public
- This is Dummy Description data, Replace with job description relevant to your current role. In case if you dont need it you can delete it.

EDUCATION

- High School Diploma - 1980 (Riverside High School - Boardman, OR)Vocational - (OIC Vocational School)

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