

Robert Smith

Facility Maintenance Manager/Coordinator

CONTACT DETAILS

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PERSONAL STATEMENT

Plans, organizes and directs the maintenance and repair of buildings to include electrical and mechanical systems involving air conditioning, heating and ventilation, and associated utilities as well as the maintenance and operation of building automation systems involving domestic and chilled water, electricity, natural gas, propane, fuel oil, and sanitary sewage. thereby improving their professional standing.

SKILLS

Maintenance
Management, Team
Management.

WORK EXPERIENCE

Facility Maintenance Manager/Coordinator Florida Eye Associates/Ambulatory Surgery Center - 2004 - 2020

Responsibilities:

- Oversaw all facets of the daily operations of the organizational unit, ensuring compliance with the JACHO, AHCA and state laws, policies, and regulations.
- Worked with the Physicians to oversee the planning, coordination, and implementation of major capital improvement projects for the facility.
- Oversaw the supervision of personnel, which includes work allocation, training, and problem resolution;
- Evaluated performance and makes recommendations for personnel actions; motivates employees to achieve peak productivity and performance.
- Oversaw the activities of external and/or internal contract personnel; monitors and inspects work to ensure adherence to contract specifications and industry standards.
- Developed or assisted with the development and implementation of policies and procedures consistent with those of the organization to ensure efficient and safe operation of the unit.
- Developed and implemented systems and processes to establish and maintain records for the operating unit.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)

Facility Maintenance Manager Delta Corporation - 1985 - 1987

Responsibilities:

- Repaired and maintained buildings, to include; power and light circuits, electrical and electronic controls; carpentry and related operations .
- Constructed and maintained storage unit facilities.
- Maintained all landscaping needs on facility grounds.
- Constructed fencing around facility, reshaped terrain features in preparation for new construction, and removed snow from outside storage facilities.
- Cleaned and maintained vehicles used for freight and furniture transportation in the company.
- Maintain cleanliness of all areas of the store including pressure washing the daily, wiping pumps daily, picking up trash daily, keeping windshield .
- Make any other minor repairs to the facility or equipment as needed,

including pressure washer, lawn mower, sweeper-blower, nozzles, hoses and gas .

Education

BS- February 1988(Military School - Fort Jackson, SC)