

# Robert Smith

## Facility Maintenance Manager

Phone (123) 456 78 99

Email: [info@qwikresume.com](mailto:info@qwikresume.com)

Website : [www.qwikresume.com](http://www.qwikresume.com)

LinkedIn: [linkedin.com/qwikresume](https://www.linkedin.com/qwikresume)

Address: 1737 Marshville Road, Alabama

### SUMMARY

Problem solving Knowledgeable in all aspects of Electrical systems Team oriented Adaptable to all situations Experienced with Work Order and CMMS systems Manpower equalization Excellent oral and written communications Budgeting and invoicing Knowledgeable in MS Office Software such as Word, Excel Working knowledge of refrigerating systems.

### SKILLS

Team Work, Team M.anagement

### WORK EXPERIENCE

#### Facility Maintenance Manager

Universal Forest Products, Inc. - December 2015 - 2020

- Helped implement a PM system and valued Safety Committee member.
- Managed onsite Multiphase Chemical Plant shut downs.
- Managed multiple construction crews, Meeting EPA regulations for disposal of hazardous waste.
- Responsible for maintaining electrical, plumbing, mechanical, and related systems.
- Performed the work of employees and other duties as required.
- Evaluated preventive maintenance programs; modifies programs to increase efficiency and effectiveness.
- Established and maintained appropriate customer services procedures and standards; interfaces with customers and resolves problems and conflicts as necessary.

#### Facility Maintenance Manager

Delta Corporation - 2014 - 2015

- Complete oversight and prioritization of maintenance for 1.7 acre Miniature Golf Course and Fun Park Management of Engineering Maintenance and safety.
- Ensure staff duties are carried out to company standards; strip and wax vct tile/flooring; remove and upgrade facility dispensers; perform custodial .
- Schedule and perform preventative and situational maintenance in a 75,000 sqft. production facility according to company protocol and safety procedures.
- Interviewed potential sub contractors and reviewed bids for proposed work to be done within the building.
- Maintained stock and parts needed for repairs.
- Facility manager of a federal resort facility in Fort Story.

### EDUCATION

High School Diploma in COMMUNICATION - (CANEY CREEK HIGHSCHOOL - Conroe, TX)