ROBERT SMITH

Lead Mechanic/Foreman

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SUMMARY

Having proven myself for over ten years in various maintenance positions, I feel I am ready to advance my career to the next level in a management position. I have managed small staffs of personnel on many projects and now would like to manage a department.

SKILLS

Microsoft office.

WORK EXPERIENCE

Lead Mechanic/Foreman

ABC Corporation - 1982 – 2015

- Directed team of operators, electricians, laborers.
- Include facilitator of Safety.
- Received safety training in Hazmat, First Aid, personal protective equipment and confined space.
- Diagnosed malfunctioning systems, apparatus, and components, using test equipment and hand tools to locate the cause of a breakdown and correct the problem.
- Installed, maintained, and repaired electrical wiring, equipment, and fixtures.
- Advised management on whether operation of equipment could be hazardous.
- Assembled, installed, tested, and maintained electrical wiring, equipment, appliances, apparatus, and fixtures, using hand tools and power tools.

Lead Mechanic

ABC Corporation - 1981 – 1982

- 2012-2014 Prepare daily and weekly reports documenting the activities and work performed by the maintenance department, including all equipment repairs due to breakdowns, work orders and PMs.
- Coordinate and direct maintenance personnel and activities.
- Coordinate repairs with other mechanics; installs, repairs, overhauls, modifies and maintains electrical and mechanical machinery.
- Assist in determining work priorities, planning, scheduling, assigning and reviewing work.
- Provides guidance and instructions to other mechanics in their daily activities and has lead responsibility for special projects.
- Installs, repairs, overhauls modifies and maintains electrical and machinery.
- Monitor ammonia refrigeration system(Certified operator level I, II) Works in conjunction with Maintenance Supervisor and Maintenance Manager in the direction of maintenance personnel..

SCHOLASTICS

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