

ANTONIO

PROFESSIONAL SUMMARY

Transitioning Army service member with extensive experience in monitoring projects by adhering to production schedule and budget, managing production team, identifying problems, and providing targeted solutions. Works quickly in high-pressure environments to complete vital repairs. Offering over 11 years of experience and solid history of reliability and quality performance. Hardworking, Utilities Equipment Repairer, and knowledgeable about preventive maintenance schedules, repair strategies and inspections.

EDUCATION

Project Management Certification

Syracuse University - Syracuse, NY

Army; Onward to Upward Program with Institute For Military Veterans And Family (Present- Projected End Date August 6, 2022)

CERTIFICATIONS

- Certified Type 1&2 HVAC
- Secret Security Clearance
- Project Management Foundations: Requirements & Managing Time
- Project Management Foundations (In Progress)

WORK HISTORY

Utilities Equipment Repairer, United States Army – 03/2011 to 10/2022

- Tested equipment to uncover faults and determine repair needs.
- Performed preventive maintenance to keep systems running at optimal efficiency.
- Installed, tested, and calibrated commercial electrical equipment to meet use demands.
- Monitored company inventory to keep stock levels and databases updated. Managing over \$250,000+ worth of equipment.
- Mentored and supervised 30 personnel within unit, providing positive guidance for professional and personal development.
- Handled administrative requirements, maintained records and submitted operational reports.
- Oversaw teams planning, implementing and realigning field and base operational strategies.
- Ordered, unloaded, sorted and tracked supplies and equipment needed for unit activities.
- Performed troubleshooting on HVAC systems to determine root cause of issues.
- Conducted maintenance service on HVAC systems to increase life expectancy of equipment and prevent costly repair work.
- Updated operational methods and oversaw accounting procedures for improved efficiency.
- Planned, designed and scheduled phases for large projects.
- Surveyed building layout and gathered materials before beginning repairs.

SKILLS

- Air conditioning systems
- Equipment inspections
- Component installations
- Documentation skills
- Blueprint reading
- Dependable and Responsible
- Clerical Support
- Attention to Detail
- MS Office
- Lean manufacturing and design
- Advanced problem solving
- Business process re-engineering
- Project planning and development
- Mechanical expertise
- Tactical planning
- Crew leadership
- Problem-Solving
- Planning and Coordination
- Excellent Communication
- Teamwork and Collaboration
- Customer Retention Strategies