

# RL

San Francisco, CA

(123) 456-7890

email@example.com

LinkedIn | Portfolio

## KEY SKILLS

- Electrical systems
- Facility inspections
- HVAC repair
- Plumbing
- Safety protocols

## CERTIFICATIONS

- Section 608 HVAC Certification, EPA, January 2021
- 10-Hour General Industry Safety, OSHA, December 2021

# Rebecca Lee

Facility maintenance worker with 3 years of experience maintaining commercial buildings

Skilled facility maintenance worker with experience in HVAC repair, plumbing, and electrical maintenance. Proficient in conducting routine inspections, handling minor repairs, and ensuring compliance with safety regulations in commercial and residential buildings.

## PROFESSIONAL EXPERIENCE

### FACILITY MAINTENANCE WORKER

BRIGHT HORIZON FACILITY SERVICES, SAN FRANCISCO, CA | JUNE 2023 – PRESENT

- Performed routine maintenance on HVAC, plumbing, and electrical systems across multiple commercial buildings, reducing service calls by 15%
- Assist in facility inspections, identifying and resolving code violations to maintain compliance with local regulations
- Upgraded outdated lighting and HVAC controls, reducing energy costs by 10%

### BUILDING MAINTENANCE ASSISTANT

CITY CENTER OFFICE PARK, SAN FRANCISCO, CA | AUGUST 2021 – MAY 2023

- Repaired leaks, replaced faulty electrical components, and maintained building safety systems, ensuring a comfortable environment for tenants
- Responded to maintenance requests, resolving 95% of issues within 24 hours
- Coordinated with vendors for major plumbing and electrical repairs, keeping costs within budget

## EDUCATION

### High School Diploma

San Francisco High School, San Francisco, CA | June 2021