

Allen Skillern

Minnetonka, MN

- Email me on Indeed: <http://www.indeed.com/r/Allen-Skillern/42ac0352782ecccc>

Work Experience

maintenance supervisor

2700 University St Paul

April 2019 to Present

Hvac work servicing 240 units and rooftop air conditioners. Order parts. Write W/Os and close them out. Have on tech to supervise. Do more difficult W/Os.

Maintenance Supervisor

Pinnacle Property Management Services - Minnetonka, MN

February 2018 to December 2018

supervise two techs, make schedules for painting, carpet, cleaning. Call vendors when needed get bids on major projects and oversee projects working with vendors making sure they are completed as specified,

order all things that are needed to run property and stay under budget, do budget, code bells, make sure

vacants are turned correctly and ready for residents train techs so everyone is on the same level. deal with irate residents and smooth thing out. pretty much take care of everything from the maintenance side and always have my managers back and they have mine so no contradictions with everyday business.

I

am very knowledgeable in all aspects of bldg maintenance and love to teach team members every thing i can to make them a better and smarter maintenance person which helps them do their job more efficient, therefore saving time and money which in turn saves money for the property and company as a whole

Lead Maintenance Technician

fountain place - Eden Prairie, MN

November 2017 to February 2018

all aspects of bldg maint. Train techs with less experience. work orders. order supplies for normal usage

ans stock, diagnose difficult problems with appliances, plumbing and systems throughout the bldg and complete the fix without calling in vendors, therefore saving company many thousands of dollars. Fix most things in house with my 30 years of training and experience

maintenance supervisor

Lexington hills apts - Eagan, MN

February 2017 to November 2017

All aspects of multi housing maintenance. Order all parts, get bids on work, work with vendors, supervise

techs, work orders, turn apts

Maintenance Supervisor

Monarch Investment and Management Group - Burnsville, MN
October 2016 to February 2017

Working supervisor, Pool, boilers, plumbing electrical. All aspects of maintenance

Lead Maintenance Technician

Madison Apartments group - Burnsville, MN
March 2014 to October 2016

Do all of work orders, troubleshoot and fix all appliances, rebuild washers and dryers, transmissions motors pumps. Do all pool motors pumps plumbing, balance pool in spring for health insp. Take care of boiler pumps motors, rebuilding and replacing parts. Fix A/C s with some new parts, don't have equipment to service or charge, but have done that at other properties. General plumbing, electrical and all aspects of the job. Property was sold.

Maintenance Technician

Riverview Apartments - Brooklyn Park, MN
December 2011 to August 2013

Maintenance professional. All facets of general apartment maintenance, on-call and outside work included.

maintenance engineer

Edina Towers - Edina, MN
January 2005 to November 2011

I was in charge of organization and high quality completion of all work orders for 195 unit, 17 story building.

Performed apartment turns and remodeling of existing structures. Handled on-call pager and emergency maintenance issues, every other week.

Duties include but not limited to plumbing, electrical, HVAC, rebuilding of pumps and motors and replacement of valves, as well as work on cooling towers. I performed maintenance for two pools, on the existing property. Tile and grout work. Work completed on garage doors, and heaters.

Maintenance Technician

Ramsgate Apartments - Hopkins, MN
April 2004 to November 2004

Maintenance and facility work for large residential housing complex. Performance of apartment turns and quality completion of maintenance work orders. Boiler work, window unit AC maintenance, and repair. Maintained two pools and assisted with another properties company pool. Performance of all other various residential maintenance related duties.

Service Manager

Chasewood Gates
October 2002 to September 2003

Service Manager in charge of three men. Ordering of everything for the property, Scheduling services for painting, carpet cleaning, and vinyl and carpet replacement

Quality work performed on central air conditioning, furnaces, plumbing and electrical.

Took bids for asphalt, gutters, concrete, roofing and pool repairs, maintained the budget and made

sure it remained below projections.

Lead Maintenance

River Pointe Apartments
January 2002 to October 2002

Lead Maintenance Supervisor in charge of three men. Oversight of ten boilers for a five building, 300 unit complex. Repairing of windows, air-conditioners, plumbing, electrical and heating Performance of all other residential maintenance duties.

Chief Engineer

Ames & Fischer Building
August 2000 to December 2001

Chief Engineer of this 500,000 square foot building. Oversight of all aspects of building maintenance. I operated two 150 hp low-pressure steam boilers and did chemical testing of the water. I also operated

two 400 ton Trane chillers making sure that the chemicals in the condenser side and chilled water side

were correct. Performance of plumbing, electrical and refrigeration/ Performed maintenance on 38 air handlers, and pneumatic controls and thermostats.

Maintenance Technician

Peterson Group
July 1997 to August 2000

Provided maintenance, electrical, plumbing and heating and air conditioning for 600 units in Edina. I conducted a broad range of maintenance functions for this company. Our Maintenance Team of four men won an MADACS Award for Best Maintenance Team over 300 other units. I operated three 400 hp Kewaunee boilers for heat, domestic hot water and for pool heating. I was in charge of all air conditioners on the property in regard to cleaning, charging and repair of units.

Maintenance Technician

Tiki Apartments, Bloomington
July 1995 to July 1997

Sole maintenance of a three building, 85 unit property. Operation of three boilers, plumbing, heating, air condition repair. Performed all necessary turn work for complex.

E4 Sergeant

United States Air Force
1973 to 1977

Aircraft Mechanic~ Crew Chief~C130 Aircraft; ~ 4 engine turboprop
Honorable Discharge, Letter of Commendation, Outstanding Unit Awa763-5611-4473

Enclosure

Education

hvac

Dunwoody Institute - Minneapolis, MN

2001

Skills

- Maintenance
- Boilers
- Hvac
- Painting

Additional Information

Skills

Maintenance, Boilers, Hvac, Painting