

Casey Coomes

Castle Rock, CO 80104

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Dependable Universal Machine Repair industry worker equipped for fast-paced work and changing daily needs. I meet needs with attention to detail and a hardworking approach. I seek out opportunities to go beyond basics and positively impact my team.

Authorized to work in the US for any employer

Work Experience

Custodial Maintenance Repair

Douglas County District Schools - Castle Rock, CO

June 2023 to Present

Repair, maintain and inventory large and small Custodial Equipment for the Douglas County School District. Diagnose, research and repair all types of floor care and small machines. Keep inventory of parts and order when needed. Research and contract new vendors. Keep accounting records and track department budget. Track and record location of equipment. Coordinate disposal and auctions of obsolete equipment.

Systems Engineer

Coomes Computer Services - Castle Rock, CO

October 2022 to Present

Fix, maintain and repair clients Information Technology related equipment. Consult and order for small business and organizations. Recycle outdated technology by either refurbishing or parting out.

Building Manager

1350 CLM Properties - Lakewood, CO

November 2018 to May 2021

Controlled inventory of supplies and managed documentation related to equipment, repairs and maintenance materials.

Completed basic upkeep and routine repairs on plumbing and HVAC systems.

Implemented safety measures such as fire inspections and drills, well-maintained life safety equipment and ample signage for emergency exits.

Checked on floor systems daily to verify functionality and performance of equipment such as air handlers, water heaters and exhaust.

Liaised with telecommunications and broadband providers to support installation of multi-dwelling communications infrastructure installations.

Maintained proper lighting, signage and disability access for optimal building safety and occupant protection.

Researched vendors, compared costs and oversaw work to maintain budget controls.

Organized complex updates and repairs to building equipment and structures using internal and external contractors.

Problem-solving

Systems Administrator

College of International Esthetics - Arvada, CO

August 2011 to May 2021

Developed and implemented policies standardizing infrastructure and information security, backup and disaster recovery activities.

Applied operating system updates, application patches and upgrades to resolve identified security vulnerabilities and fix performance issues.

Repaired and recovered applications from software and hardware failures after notifying affected parties.

Monitored critical applications and verified integrity and availability of hardware and server resources, systems and key processes.

Repaired or replaced defective components and updated systems to correct problems or better handle new loads and functionality requirements.

Coordinated with vendors and company personnel to facilitate hardware and software purchases.

Diagnosed, troubleshoot and resolved hardware, software, or other network and system problems.

Kept inventory of spare parts to quickly handle network needs and minimize downtime.

Back up company data and maintain robust recovery system to avoid losing vital information.

Designed, configured and tested computer hardware, networking software and operating system software.

Protected the security of company information by closely monitoring email, teaching users how to spot phishing attempts and consistently updating virus protection.

Education

CNA Certification in Nursing

Western Nebraska Community College - Scottsbluff, NE

August 2001 to May 2003

HIGH SCHOOL DIPLOMA in HS Diploma

Chadron High School - Chadron, NE

August 1995 to May 1999

Skills

- Customer service
- Equipment inspections
- Data entry
- Payment processing
- Teamwork
- Collaboration
- Forklift
- Farm machinery
- Tractor-trailer
- Excavator
- Schematics
- Dealership experience

- Industrial equipment
- Electrical experience
- Maintenance
- Caterpillar
- Mechanical knowledge
- Automotive diagnostics
- Heavy equipment operation
- Air brake
- Hand tools
- Transmissions
- HVAC
- OEM
- Command line
- CRM software
- UNIX
- Linux
- Microsoft Windows Server
- Equipment repair
- Appliance repair
- Schedule management
- Project scheduling
- Medical scheduling
- Appointment scheduling
- Forklift
- Flatbed
- Automotive repair
- Driving
- Plumbing
- Hospitality
- Cash register
- Retail sales
- Typing
- Computer hardware
- Computer networking
- Google Docs
- Clerical experience
- Data collection
- Conflict management
- Store management
- Serving

- Cash handling
- Telecommunication
- Schematics
- Customer service
- Tractor-trailer
- Dealership experience
- Accounting
- Accounting software
- Hospital experience
- Information security
- Operating systems
- POS
- Profit & loss
- Merchandising
- Industrial equipment
- Fire alarm sales
- Project management
- Computer skills
- Marketing
- Microsoft Word
- Sales
- Purchasing
- Microsoft Excel
- Procurement
- Order entry
- ERP systems
- Property management
- Leadership
- Public health
- Social work
- Negotiation
- Analysis skills
- Communication skills
- Intake
- Yardi

Certifications and Licenses

Driver's License

Amateur Radio License

July 2018 to July 2030

Issued by FCC

GRMS License

August 2019 to Present

Issued by FCC

Incident Command/FCC

June 2022 to Present

Issued by Department of Homeland Security.

Assessments

Mechanical knowledge — Proficient

December 2022

Understanding and applying mechanical concepts and processes

Full results: [Proficient](#)

Customer focus & orientation — Proficient

December 2022

Responding to customer situations with sensitivity

Full results: [Proficient](#)

Attention to detail — Proficient

January 2024

Identifying differences in materials, following instructions, and detecting details among distracting information

Full results: [Proficient](#)

Scheduling — Proficient

May 2023

Cross-referencing agendas and itineraries to avoid scheduling conflicts

Full results: [Proficient](#)

Food safety — Proficient

April 2023

Knowledge of proper food and equipment handling safety measures

Full results: [Proficient](#)

Veterinary technician — Proficient

January 2023

Providing medical care to animals in a veterinary setting

Full results: [Proficient](#)

Delivery driver — Proficient

January 2023

Interpreting instructions or signs and solving problems

Full results: [Proficient](#)

Administrative assistant/receptionist — Proficient

January 2024

Using basic scheduling and organizational skills in an office setting

Full results: [Proficient](#)

Warehouse safety — Proficient

February 2023

Using safe practices in a warehouse setting

Full results: [Proficient](#)

Verbal communication — Proficient

January 2023

Speaking clearly, correctly, and concisely

Full results: [Proficient](#)

Basic maintenance and repair — Proficient

December 2022

Performing basic repairs and maintenance for apartment complexes, office buildings, and other facilities

Full results: [Proficient](#)

Automotive maintenance — Proficient

December 2022

Knowledge of vehicles, vehicle maintenance, and repairs

Full results: [Proficient](#)

Teamwork: Interpersonal skills — Proficient

May 2023

Responding to challenging team situations at work

Full results: [Proficient](#)

Security guard skills — Proficient

April 2023

Assessing risks, enforcing security standards, and handling complaints

Full results: [Proficient](#)

Workplace safety — Proficient

April 2023

Using safe practices at work

Full results: [Proficient](#)

Management & leadership skills: Impact & influence — Proficient

January 2024

Choosing the most effective strategy to inspire and influence others to meet business objectives

Full results: [Proficient](#)

Data entry: Attention to detail — Proficient

January 2024

Maintaining data integrity by detecting errors

Full results: [Proficient](#)

Work style: Reliability — Proficient

December 2022

Tendency to be reliable, dependable, and act with integrity at work

Full results: [Proficient](#)

Technical support: Customer situations — Proficient

May 2023

Responding to technical support situations with sensitivity

Full results: [Proficient](#)

Customer service — Proficient

January 2024

Identifying and resolving common customer issues

Full results: [Proficient](#)

Work style: Reliability — Proficient

February 2024

Tendency to be reliable, dependable, and accountable at work

Full results: [Proficient](#)

Work motivation — Proficient

February 2023

Level of motivation and discipline applied toward work

Full results: [Proficient](#)

Sales skills — Proficient

April 2023

Influencing and negotiating with customers

Full results: [Proficient](#)

Retail customer service — Proficient

February 2023

Responding to customer situations in a retail setting

Full results: [Proficient](#)

Technical support — Proficient

May 2023

Performing software, hardware, and network operations

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.