

Jaqueline Trejo

Maintenance

Fort Collins, CO 80526

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Authorized to work in the US for any employer

Work Experience

Maintenance Technician

Cypresswood Golf Club - Naples, FL

October 2022 to August 2023

Responsibilities included:

Having knowledge to work in doing; plumbing, electrical, carpentry, and painting.

Pressure wash.

Roofing

Drywall

Troubleshooting

Plastering

Concrete

Pavers

HVAC

Pools

Tile

Doors

Looks

Gutter's

Wood floors

Handy men work

Make the inventory for the maintenance division.

Called subcontractors in for any other work.

Did a daily check over property to make sure everything is in working order

Receive and respond to all work orders.

Maintenance Director

Marbella Lakes - Naples, FL

September 2019 to September 2022

Responsibilities included:

Having knowledge to work in doing; plumbing, electrical, carpentry, and painting.

Pressure wash.

Drywall

Troubleshooting

Plastering

Concrete

Pavers

HVAC

Pools

Tile

Doors

Looks

Gutter's

Wood floors

Handy men work

Make the inventory for the maintenance division.

Called subcontractors in for any other work.

Did a daily check over property to make sure everything is in working order

Receive and respond to all work orders.

Maintenance

Vanderbilt Country Club - Naples, FL

March 2009 to July 2019

Responsibilities

To ensure everything is working correctly at the country club.

Varies from day to day.

Includes working in most of these areas: plumbing, electrical, carpentry, and painting.

Whenever there was a call to repair something, it was fixed as fast as possible.

Accomplishments

Impact made at this job was a better overall country club with little to no problem.

Received a 5 year recognition award.

Acknowledged by coworkers on how hard I work.

Skills:

Communication skills

Reliability

Responsible

Self-motivating

Organized

Problem solving

Also able to do a little bit of everything (plumbing, A/C, electrical, etc.)

Carpenter

R.D Harris Construction Inc. - Naples, FL

January 2008 to December 2008

Construct building frameworks, including walls, floors, and door frames.

Install structures and fixtures, such as windows.

Measure, cut, or shape wood, plastic, and other materials

Read blueprints, drawings and sketches

Carpenter

Ogden Bros Construction - Naples, FL

January 2006 to December 2007

Build scaffolding and other construction structures.
Construct building frameworks, including walls, floors, and door frames.
Measure, cut, or shape wood, plastic, and other materials

Carpenter

Boran Craig Barber Engel Construction Co Inc. - Naples, FL
January 2002 to October 2007

Install structures and fixtures, such as windows.
Construct building frameworks, including walls, floors, and door frames.
Measure, cut, or shape wood, plastic, and other materials
Read blueprints, drawings and sketches
Build scaffolding and other construction structures.

Carpenter

Project Integration Inc. - Baltimore, MD
January 2001 to December 2001

Build scaffolding and other construction structures.
Measure, cut, or shape wood, plastic, and other materials
Read blueprints, drawings and sketches

Carpenter

Southland Forming Inc. - West Palm Beach, FL
January 1998 to December 2000

Read blueprints, drawings and sketches
Install structures and fixtures, such as windows.
Measure, cut, or shape wood, plastic, and other materials

Education

High school or equivalent

Brazos High School

Skills

- Plumbing (10+ years)
- Painting (10+ years)
- Maintenance Tech (10+ years)
- Electrical (10+ years)
- Carpentry (10+ years)
- Power Tools (10+ years)
- Hotel Maintenance
- Industrial Maintenance
- Apartment Maintenance
- PLC
- Facility Maintenance

- Blueprint Reading