

John Schultz

Facility Manager - Sodexo

Castle Rock, CO 80109

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(303) 903-3160

Facility Management responsibilities for 600,000 square foot office complex

- Budgetary adherence and creation (\$9,000,000 annually)
- Janitorial Supervisor
- Data Center upkeep and maintenance
- Sub-tenant retention and lease negotiations
- Over saw "Green Transition" in building (low flow water fixtures, LED lighting, recycling program).

Authorized to work in the US for any employer

Work Experience

Property Manager

Sodexo - Highlands Ranch, CO

May 2016 to Present

Facility Management responsibilities for 600,000 square foot office complex

- Budgetary adherence and creation (\$9,000,000 annually)
- Janitorial Supervisor
- Data Center upkeep and maintenance
- Sub-tenant retention and lease negotiations
- Over saw "Green Transition" in building (low flow water fixtures, LED lighting, recycling program).

Facility Manager

Cushman and Wakefield - Highlands Ranch, CO

April 2014 to May 2016

Facility Management responsibilities for 400,000 square foot office complex

- Budgetary adherence and creation (\$7,000,000 annually)
- Janitorial Supervisor
- Data Center upkeep and maintenance
- Sub-tenant retention and lease negotiations
- Over saw "Green Transition" in building (low flow water fixtures, LED lighting, recycling program).

Maintenance Manager

Canyon Fitness - Castle Rock, CO

2009 to 2014

Front Desk and basic Health Club Maintenance. Maintained equipment and building maintenance at three different clubs throughout metro area. Responsibilities included 25,000 square foot athletic facility.

- Repair and maintenance of building and equipment
- Spa maintenance
- Responsible for implementing and maintaining preventative maintenance procedures for equipment

Environmental Public Health Inspector II/Residential Health and Housing

City and County of Denver - Denver, CO

2005 to 2009

Residential Health and housing inspections and code enforcement. Hotel and motel inspections. Responsibilities included approximately one thousand citizen complaints per year

- Residential building inspection
- Municipal Code enforcement through civil penalties and counseling
- Tenant/landlord relations concerning the correction of Code violations
- Main point of contact for difficult constituent related issues
- Developed hotel/motel inspection schedule to optimize inspectors time and inspection schedules
- Swimming pool inspection and code enforcement

Facility/Housekeeping Supervisor

Colorado Athletic Club, Inverness - Englewood, CO

2003 to 2005

Developed and maintained maintenance schedules for in-house housekeeping and maintenance staff. Coordinated with contractors and internal club management to schedule capital improvement projects with least effect to members. Maintained 90,000 square foot facility and 6 acre outdoor tennis court/recreation area

- Responsible for 20 housekeeping and maintenance staff members
- Human Resource responsibilities for maintenance and housekeeping staff
- Maintained and corrected any building related improvements and routine maintenance concerns
- Budget goal setting and adherence
- HVAC trouble shooting and repair scheduling
- Main point of contact for vendor relations and equipment maintenance
- Pool and spa maintenance and repair
- Repair and replacement of defective gym equipment

Facility/Housekeeping

Supervisor Cherry Creek Athletic Club -

Glendale, CO 1996 to 2003

Management of maintenance, housekeeping and front desk staff members. Primary customer service training contact. Maintained 100,000 square foot premier athletic club. Initiated and facilitated outdoor pool expansion along with recreation area enhancements

- Responsible for 15 housekeeping, maintenance and front desk staff members
- Human Resource responsibilities for maintenance, housekeeping and front desk staff
- Maintained and corrected any building related improvements and routine maintenance concerns
- Main point of contact for vendor relations and equipment maintenance
- HVAC trouble shooting and repair scheduling
- Vendor contract negotiations and contract acceptance
- Budget goal setting and adherence
- Pool and spa maintenance and repair

Education

B.S. in Environmental

University of Colorado - Boulder, CO.

1995

