



MINA SAYED

A dedicated apartment maintenance technician with over three years of experience in construction and maintenance, currently serving as a senior maintenance technician at Bechtel Group Inc. Holds an associate degree in building maintenance technology, a bachelor's degree in facilities management, and a certificate in HVAC technology. Proven expertise in troubleshooting and repairing various property-related issues, conducting preventive maintenance, and responding promptly to tenant requests, demonstrated by significant improvements in property condition, tenant satisfaction, and system efficiency.

CONTACT



(123) 456-7890



email@example.com



LinkedIn



Minneapolis, MN 12345

KEY SKILLS

- Equipment maintenance
- Plumbing and electrical repair
- Technical troubleshooting

Professional Experience

SENIOR MAINTENANCE TECHNICIAN | BECHTEL GROUP INC., HOUSTON, TX
JUNE 2018 TO PRESENT

- Diagnosed and repaired over 500 issues related to plumbing, electrical systems, HVAC, and appliances, improving overall property condition and tenant satisfaction
- Implemented a preventive maintenance schedule that reduced system breakdowns by 30%, leading to lower repair costs and increased efficiency
- Respond to and resolve an average of 20 weekly tenant maintenance requests and emergencies, maintaining a high level of tenant satisfaction and retention

MAINTENANCE TECHNICIAN | FLUOR CORP., DENVER, CO
MAY 2017 TO MAY 2018

- Fixed over 300 property-related issues, including plumbing, electrical, and HVAC problems, contributing to a 25% decrease in maintenance-related complaints
- Conducted regular inspections and preventive maintenance tasks, resulting in a 20% reduction in major repair incidents
- Handled an average of 15 weekly tenant maintenance requests and emergencies

Education

- Associate Degree in Building Maintenance Technology
HOUSTON COMMUNITY COLLEGE, Houston, TX
- Bachelor's Degree in Facilities Management
CORNELL UNIVERSITY, Ithaca, NY
- Certificate in HVAC Technology
LINCOLN TECH, Denver, CO

Professional Development

- CAMT, National Apartment Association Education Institute (NAAEI)
- Certified Pool Operator (CPO), National Swimming Pool Foundation (NSPF)
- HVAC Certification, Environmental Protection Agency (EPA)