



Rania Corbett

Owner-Operator

Bringing 12 years of experience in HVAC troubleshooting, electrical testing, and plumbing repair across commercial and residential properties, with a record of reducing HVAC downtime by 34.7% through proactive condenser cleaning and contactor replacement. Skilled in managing vendor contracts and an annual parts budget of \$51,300 while mentoring technicians on lockout/tagout procedures, aerial lift safety, and OSHA compliance.

CONTACT INFORMATION



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Chadron, NE 12345

EDUCATION

AAS Electrical Technology
Central Community College, Hastings, NE
2012 – 2014

KEY SKILLS

- HVAC Troubleshooting
- Electrical Testing
- Plumbing Repair
- Lockout/Tagout Procedures
- OSHA Compliance
- Precision Measuring Instruments
- Power Tools
- Vendor Contract Management
- Fall-Protection Procedures
- Microsoft Outlook

PROFESSIONAL EXPERIENCE

- **Owner-Operator, Niobrara Ridge Handyman Services, Chadron, NE**
2019 – Present
 - Mentored 6 new hires over 4 years on electrical testing, plumbing repair, and lockout/tagout procedures, with all 6 passing OSHA 10-hour training within their first 90 days.
 - Reduced HVAC downtime by 34.7% across 8 commercial accounts by scheduling quarterly condenser cleaning and replacing contactors before failure.
 - Earned a tenant satisfaction score of 93.1 out of 100 on post-service surveys by confirming repair scope with property managers and following up within 48 hours.
 - Dismantled and rebuilt rooftop air handler assemblies using power tools and precision measuring instruments, completing each swap in an average of 3 hours 40 minutes.
 - Managed vendor contracts and an annual parts budget of \$51,300, negotiating net-30 terms with 4 local suppliers to smooth cash flow across seasonal peaks.
- **Lead Handyman, Pine Bluffs Property Holdings, Alliance, NE**
2016 – 2019
 - Mentored 3 junior technicians on safe use of aerial lifts and power drills, reducing ramp-up time from 6 weeks to 3 weeks per hire.
 - Raised tenant satisfaction scores from 81.3 to 91.7 across a 26-unit office park by implementing same-day acknowledgment of all service requests.
 - Lubricated shafts, bearings, and gears on 4 commercial HVAC units monthly, cutting unplanned downtime from 9.3 hours to 5.8 hours per quarter.
 - Repaired interior framing, door hardware, and plumbing fixtures using hand tools and a plumbing snake, averaging 7 tasks per day across 2 buildings.
- **Handyman Technician, Sandhills Horizon Apartments, Valentine, NE**
2014 – 2016
 - Diagnosed HVAC blower motor faults with an electrical tester and replaced worn components, lowering unit downtime from 4.1 hours to 2.6 hours per incident.
 - Achieved a 90.8 tenant satisfaction score on quarterly surveys by explaining repair timelines during each visit and documenting completed work in writing.

- Disassembled laundry equipment and appliance motors using hoists and hand tools, sourcing replacement parts within 24 hours for 43 repairs over 18 months.