

Paul Maldonado

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**Objective** Obtain a challenging career in a stable company and to progress in the Building Supervision, Engineering and Maintenance Technician field

**Experience**

2004 - 2020

WE ARE BLOOD

4300 North Lamar Boulevard

Austin, TX 78756

**Facilities Supervisor (2004 – 2020)**

Responsible for all aspects of site management and maintenance of owned facilities and equipment (responsible for 5 offices buildings, estimating 106,000 square footage). Coordination of the preventative maintenance and repairs of the equipment. Management of facilities staff, ensuring effective continuous operations of facilities. Meet and exceed customer expectations and adhere to established quality practices while seeking to continually improve work performance. **Performed a variety of tasks to include general building maintenance. Preventive Maintenance of operation and equipment** Responsible to supervise, evaluate and train the facilities maintenance staff to ensure that the facilities and grounds are kept in the appropriate state of repair and cleanliness.

Coordinate and ensure that the appropriate maintenance and repair of the facilities takes place in a timely, cost effective, and efficient manner manage the organizations fleet of vehicles (5 buses, 5 vans w/cargo trailers and 35 courier vehicles), including routine maintenance & repairs recommend and plan the annual budget for areas of responsibility and then ensure compliance with budgetary guidelines and approval process plan and coordinate all relocation of offices, operations, and equipment to ensure cost efficiency, safety of staff and equipment, controls and documentation, reading schematic ledgers and blue prints coordinate and oversee any remodel and construction project including coordinating with contractors, suppliers, building inspectors, and any others involved in the project assess problems to determine whether in-house or commercial help is needed. Take appropriate in-house action or arrange for commercial vendor to correct the problem.

work on special projects as assigned.

communication skills – verbal and written, customer service skills, attention to detail, ability to work with very little direct supervision

work in a high stress environment with the ability to juggle multiple assignments with changing priorities.

2003 - 2004

Texas State - Austin State School

2203 W. 35<sup>th</sup> Street

Austin, TX 78756

**Maintenance Technician**

Performed a variety of tasks to include general building maintenance. Preventive Maintenance of operation and equipment, installing and repairing AC units, plumbing repairs, welding, repaired commercial kitchen equipment including steamers, stoves, and boilers. Replaced lights and ballast. Also operated front end loader and backhoe equipment.

2002 - 2003

Omni Hotel 4140 Governor's Row

Austin, TX 78744

**Maintenance Technician III**

Performed a variety of tasks to variety of tasks to include general building maintenance. Preventive maintenance of operation of equipment, painting, welding, soldering copper piping, boiler and A/C repairs, 2 – 110 tons Trane chillers, pumps motors, exhaust fans, cooling towers, plumbing, carpentry, and basic electrical. Performed Guest Room calls as needed; back up toilets, leaking faucets, phone lines not working, AC calls, and repairing broken beds. Certified as a Universal technician with the EPA in Recovering Refrigeration. Troubleshooting/repared the following; pneumatic controls, laundry equipment; washers, dryers, commercial iron press, kitchen appliances, stoves, steamers, walk-in coolers and refrigerators. Changed air filters in air-handlers.

1996 - 2001

Farm Credit Bank of Texas 6210 Hwy 290 East

Austin, TX 78723

**Maintenance Technician III**

- Performed a variety of tasks to include General Building Maintenance. Preventive Maintenance of Operation of Equipment, Work on Yale locks, Painting, Welding, Soldering copper piping, A/C repairs, 3 – 210 tons Trane chillers, Pumps, Motor's, Exhaust fan's, Cooling Tower's, Plumbing, Carpentry, Electrical, Certified as a Universal technician with the EPA in Recovering Refrigeration, Pneumatic Controls, Lighting Retrofitting, Troubleshooting. Changed air filters in Air-handlers. EMS Trane Tracer Summit System, Westinghouse Security Nexsentry Manager Security System.

1994 - 1996 Judy Ford

Chevy Chase Off. Ctr. Transwestern Property Company Austin, TX

**Maintenance/Engineer**

- Performed general building maintenance.
- Preventive maintenance and operation of equipment.
- Lights, plumbing, performed a variety of tasks and troubleshooting.
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1992 - 1994

100 Congress Lincoln Property Company

Austin, TX 7802

**Day porter / Maintenance**

- Ran the recycling program.
- Performed general building maintenance, assisted the Engineers on tasks to be completed.
- Wood, refinishing, ran mail runs, stocked restrooms in the building, variety of tasks to be done.

**Education**

High School Diploma

Austin High School

Austin, TX

*Current member with:**Austin Association of Facility & Maintenance Engineers (AAFAME)***Trade Skills**

Carpentry and woodworking,

Small Engine repair,

Basic electrical

Welding and soldering copper pipe

A/C repairs and troubleshooting,

Plumbing, , Painting, carpentry

Concrete – preparation of laying forms and pouring and finishing top

**Computer Skills**

Computer skills: Microsoft Windows10 (Word/Excel/PowerPoint),

Preventative maintenance system - Maintenance Connection

Management software system - EMS Trane Tracer Summit System,

Westinghouse Security Nexsentry Manager Security System.

Fire alarm system – Fike Cybercast 254

**Registrations and  
Certifications**Registered with Texas Department of Licensing and Regulation as an Apprentice  
Electrician and an Air Conditioning & Refrigeration TechnicianCertified as a Universal Technician w/HVAC Division Refrigeration/Air -  
certificate EPA #4605721041224 and

Certified in the safe handling of R-410A - certificate EPA #00948503801