

NAME
Address
Address
Telephone

SUMMARY:

Broad-based engineering background • Significant experience as a multi-site facilities manager • Strong record of cost-effective operations management • Demonstrated ability in repairs, renovations, maintenance, and housekeeping services • Proven skill in budget preparation and large-staff supervision & training • Knowledge of and compliance with health and safety regulations • Solid organization, communication, and negotiation skills.

PROFESSIONAL EXPERIENCE:

HEALTH SERVICES
AREA MANAGER

CITY, STATE
1986 to present

Oversee the engineering, maintenance and housekeeping departments in three hospitals, two nursing homes, three apartment house complexes and one school district. Closely coordinate with on-site managers and administration to insure effectiveness and contract compliance in the areas of policies, procedures, budget, and training. Facilities are located nationwide.

SOLAR ENERGY, INC.
PRINCIPAL

CITY, STATE
1975 to 1985

Founded one of first solar design companies in nation; assisted in developing standards for the industry. Directed the design, development, and installation of 700+ systems. Spear-headed company growth from \$0 to \$450K annual sales.

DISTRIBUTORS
SALES MANAGER / Record and Tape Division

CITY, STATE
1964 to 1974

Supervised activities of eleven sales reps in eleven states. Contributed to 60% sales growth.

RECORDS
PLANT ENGINEER

CITY, STATE
1958 to 1963

Managed large record manufacturing facility. Supervised day-to-day maintenance, new construction, power plant, housekeeping, grounds, and machine shop operations.

EDUCATION:

UNIVERSITY
BUSINESS ADMINISTRATION AND MANAGEMENT

TECHNICAL COLLEGE
MARINE AND GENERAL ENGINEERING

PERSONAL:

Member of AMERICAN SOCIETY FOR HOSPITAL ENGINEERING

Interests include sailing, sailboat racing, swimming, racquetball, fishing, travel.