



Orion Knight

Facilities Carpenter, Resort Building Maintenance

☎ (608) 555-1842 ✉ orion.knight@example.com

🌐 linkedin.com/example/orionknight 📍 Madison, WI 53704

STRENGTHS

- ♥ **Service Under Pressure**
During urgent venue requests, kept communication calm and focused so guests and coworkers received steady support.
- 🔧 **Practical Troubleshooting**
When a repair was unclear, inspected conditions first and chose a workable method with limited supervision.
- 👁️ **Careful Craftsmanship**
Finish work received close attention during sanding and sealing, because small details shaped guest impressions.
- 🔍 **Preventive Attention**
Routine FF&E rounds surfaced defects before use, giving facilities teammates time to act without disruption.
- ♥ **Safety Discipline**
Reviewed MSDS guidance before coatings and adhesives, a quiet habit that supported safer daily work.
- 👥 **Team Communication**
Shared recurring building concerns with facilities technicians, helping small observations become useful maintenance actions.

SKILLS

Carpentry Wood Refinishing

FF&E Repair

Preventive Maintenance

Hand Tools Power Tools

SUMMARY

Carpenter with four years of hands on experience maintaining hospitality and public facing facilities. Skilled in finish carpentry, **wood refinishing**, building repairs, FF&E upkeep, **preventive maintenance**, and practical troubleshooting. Completes guest and **employee requests** with steady service, clear updates, and careful attention to occupied spaces. Uses hand and power tools for measured repairs, trim restoration, casework adjustments, fixture upkeep, and safe finish work. Reads MSDS information, **maintenance instructions**, procedural manuals, and safety guidance before starting work. Supports life safety observations, utility conservation, shift documentation, and coordination with facilities teams. Works calmly during time sensitive requests and diagnoses problems with limited supervision. Brings dependable craftsmanship and a service focused approach that supports safe, comfortable, well maintained buildings.

EXPERIENCE

Facilities Carpenter, Hospitality Maintenance

Lakeshore Conference Center 📅 January 2024 - Present 📍 Madison, WI

Supports interior and exterior facility upkeep across guest rooms, meeting areas, and shared spaces. Handles **finish carpentry**, FF&E repairs, preventive rounds, **wood refinishing**, life safety observations, and time sensitive service requests. Coordinates recurring concerns with facilities technicians while documenting work and protecting guest experience.

- Completed trim repairs and casework adjustments across guest areas, restoring clean finishes before scheduled use.
- Inspected **FF&E** during preventive rounds, documenting defects and completing repairs before guest arrival.
- Diagnosed maintenance calls with **hand tools**, selecting practical repairs that limited facility downtime.
- Used saws, drills, sanders, routers, and hand tools for measured finish restoration work.
- Reviewed **MSDS** information and procedures before applying coatings and adhesives under OSHA aligned practices.
- Coordinated life safety observations and utility concerns with facilities technicians during daily operations.

Maintenance Carpenter, Event Facilities

Capitol Event Pavilion 📅 September 2022 - December 2023 📍 Madison, WI

Maintained woodwork, doors, counters, furnishings, event fixtures, and building areas within a high traffic public venue. Completed refinishing and carpentry corrections, supported preventive checks, prepared repaired spaces for reopening, and tracked materials and recurring defects. Work required composure, safe judgment, and reliable service during active events.

- Maintained doors, counters, furnishings, and event fixtures through recurring repairs in a busy venue.
- Restored worn wood through stripping, sanding, stain matching, sealing, and finish inspection.
- Measured damaged components and prepared replacement materials for accurate carpentry corrections.
- Supported preventive checks of building areas and **life safety equipment** before event openings.
- Verified hardware and safe finishes before repaired areas returned to public use.
- Tracked material use and recurring defects while supporting heating, lighting, and **water** conservation.

PROJECTS

Guest Area Finish Restoration 📅 2025

[OSHA Safety](#) [MSDS](#)

[Troubleshooting](#) [Documentation](#)

[Life Safety](#) [Facility Repairs](#)

[Guest Service](#) [Utility Conservation](#)

[Shift Reporting](#)

LANGUAGES

English Native

Spanish Intermediate

MY CAREER



● Facilities Carpenter,
Hospitality Maintenance at
Lakeshore Conference Center
(2.7 Years)

● Maintenance Carpenter,
Event Facilities at Capitol Event
Pavilion (1.2 Years)

Worked with facilities teammates during recurring finish repairs in guest and meeting areas. Shared observations, prepared surfaces, and completed refinishing work with care for occupied spaces and scheduled use.

Venue Fixture Renewal 📅 2023

Partnered with event operations and maintenance staff to restore worn fixtures before reopening. Clear handoffs helped keep repaired areas safe, presentable, and ready for guests.

LEADERSHIP & AWARDS

- Recognized for dependable carpentry support during active hospitality operations and time sensitive facility requests.
- Commended for careful wood refinishing, safe tool use, and consistent attention to guest ready finishes.
- Trusted by facilities teammates to investigate recurring defects and communicate practical repair needs.

EDUCATION

High School Diploma

Eastview High School 🎓 GPA: 3.5 📅 2022 📍 Madison, WI

Coursework: Construction fundamentals, safety practices, applied mathematics, technical communication

CERTIFICATIONS

- OSHA 10 Hour General Industry 📅 2025
- American Red Cross First Aid CPR AED 📅 2024

TECHNICAL SKILLS

- **Carpentry Tools:** Saws, drills, routers
- **Finishing Tools:** Sanders, brushes, applicators
- **Wood Refinishing:** Stripping, stain matching, sealing
- **Facility Maintenance:** Trim repair, casework, fixture repair
- **FF&E Maintenance:** Furniture, fixtures, equipment
- **Safety Standards:** OSHA, MSDS, procedural manuals
- **Life Safety Systems:** Fire alarms, safety equipment, inspections
- **Building Utilities:** Heating, lighting, water
- **Maintenance Methods:** Preventive rounds, diagnosis, repair
- **Documentation Tools:** Shift logs, defect records, material tracking

PROFESSIONAL AFFILIATIONS

- Hospitality facilities professional supporting safe, welcoming public spaces through hands on maintenance.
- Workplace safety advocate applying OSHA guidance, MSDS review, and careful preparation during repair tasks.

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST