



Lane Cruz

Maintenance Technician

☎ (914) 555-6173 ✉ lane.cruz@example.com

🌐 linkedin.com/example/lanecruz 📍 Yonkers, NY 10701

STRENGTHS

- 🔧 **Practical troubleshooting**
Traced leaks, breaker issues, lighting faults, and water intrusion, then left management with clear next steps.
- ⚙️ **Preventive care**
Routine equipment rounds caught unusual conditions early. That habit gave supervisors better information before repairs became urgent.
- 👥 **Resident service**
Occupied properties require courtesy and calm. Clear updates helped residents feel heard during disruptive maintenance work.
- 📋 **Work organization**
Kept supplies, trash areas, mechanical spaces, and daily records orderly, making follow up easier for every shift.
- 🔧 **Contractor coordination**
When specialized work exceeded assigned scope, supplied accurate details and tracked completion until conditions were closed.

SKILLS

Preventive Maintenance

Building Maintenance Plumbing

Electrical Troubleshooting

Carpentry Boilers

Hot Water Heaters Chillers

Cooling Towers Pumps

Fan Coil Units Water Intrusion

Supply Inventory

Maintenance Logs

Contractor Coordination

SUMMARY

Maintenance Technician with six years of experience supporting occupied multifamily and mixed use properties through **preventive maintenance**, inspection, troubleshooting, repair, documentation, and contractor coordination. Hands on work covers plumbing, electrical troubleshooting, carpentry, painting, plastering, door hardware, lighting, filters, water intrusion, boilers, **hot water heaters**, pumps, **fan coil units**, rooftop exhaust equipment, cooling systems, and domestic water systems. Maintains clear equipment logs, daily work records, supply inventories, organized trash areas, common spaces, amenity areas, and winter walkways. Communicates courteously with residents, management, mechanics, and vendors while protecting safe and dependable building operations. Holds a valid clean **driver's license** and brings reliable emergency response, careful information transfer, practical judgment, and steady follow through to property maintenance work.

EXPERIENCE

Maintenance Technician

Metro Building Care Group 📅 August 2023 - Present 📍 Yonkers, New York

Supports mechanical, electrical, plumbing, and common area operations across two occupied residential properties. Owns preventive maintenance, resident impact repairs, equipment observations, supply readiness, contractor access, and accurate communication with management.

- Maintained **mechanical**, **electrical**, plumbing, and common area systems across two occupied residential properties.
- Troubleshoot leaking piping, **tripped breakers**, receptacle faults, lighting issues, and **water intrusion** for timely repairs.
- Logged boilers, **hot water heaters**, pumps, fan coils, rooftop exhaust equipment, and cooling components daily.
- Completed door adjustments, **filter changes**, floor repairs, painting, plaster patching, and approved lighting replacements.
- Replenished maintenance supplies before preventive rounds, keeping property projects ready for scheduled work.
- Coordinated outside mechanics, recorded completed repairs, and communicated remaining conditions to building management.

Building Maintenance Technician

Hudson Property Maintenance 📅 June 2021 - July 2023 📍 White Plains, New York

Delivered preventive and corrective maintenance for a mixed use property with residential areas, amenity spaces, mechanical rooms, and exterior walkways. Protected service quality through equipment checks, repairs, winter response, extermination scheduling, and dependable records.

- Delivered preventive and corrective maintenance across residential areas, amenity spaces, **mechanical** rooms, and walkways.
- Checked **boilers** and **hot water heaters** for leaks, supporting early escalation of abnormal equipment conditions.
- Repaired minor **plumbing** leaks, routine breaker issues, lighting faults, and receptacle problems within assigned scope.
- Restored walls and finishes through plaster **repair**, painting, **light carpentry**, and door hardware adjustments.
- Kept winter walkways clear and salted, while maintaining orderly trash areas and shared spaces.
- Recorded daily work, parts used, unresolved conditions, and contractor needs for supervisor follow up.

Maintenance Assistant

Bronx Residential Services 📅 September 2020 - May 2021 📍 Bronx, New York

LANGUAGES



MY CAREER



- Maintenance Technician at Metro Building Care Group (3.1 Years)
- Building Maintenance Technician at Hudson Property Maintenance (2.1 Years)
- Maintenance Assistant at Bronx Residential Services (8 Months)

Built foundational property maintenance experience under senior technicians, supporting inspections, preventive tasks, general repairs, **water intrusion** response, supply readiness, common area upkeep, and clear daily documentation.

- Supported routine inspections, preventive tasks, and general repairs under experienced property technicians.
- Changed filters and bulbs, prepared painting areas, and adjusted **doors, latches**, lockers, and carpentry.
- Identified plumbing leak locations, protected affected areas, and prepared condition details for senior technicians.
- Checked common and amenity spaces, organized trash areas, and maintained safe walking surfaces during storms.
- Counted supplies and staged commonly used materials for daily work orders and routine property repairs.
- Recorded completed tasks and recognized conditions requiring licensed trades or outside mechanics.

PROJECTS

Occupied Property Reliability Program 📅 2026

Improved daily reliability across occupied residential properties by connecting preventive inspections, equipment logs, supply readiness, and contractor follow through. Safe, dependable spaces support residents first.

Winter Walkway Safety Support 📅 2024

Supported winter operations through walkway clearing, salting, trash area organization, and prompt reporting of conditions. Small actions protect access, dignity, and continuity for residents.

LEADERSHIP & AWARDS

- Recognized by property management for dependable emergency response and clear communication during resident impacting repairs.
- Trusted by supervisors to maintain accurate equipment logs, contractor records, supply inventories, and daily work documentation.
- Selected for recurring support across occupied properties, amenity spaces, mechanical rooms, and seasonal maintenance operations.

EDUCATION

High School Diploma

Roosevelt High School 🎓 GPA: 3.0 📅 2020 📍 Yonkers, New York

Coursework: Building systems, applied mathematics, technical communication, workplace safety

CERTIFICATIONS

- Valid Driver's License 📅 2026
- Building Maintenance Safety Training 📅 2026

TECHNICAL SKILLS

- **Plumbing Systems:** Leaking pipes, plumbing fixtures, water intrusion
- **Electrical Repairs:** Tripped breakers, receptacles, branch switches
- **Building Equipment:** Boilers, hot water heaters, pumps
- **Cooling Equipment:** Chillers, cooling towers, fan coil units
- **Exhaust Systems:** Rooftop exhaust fans, ventilation equipment, visible inspections
- **Lighting Systems:** Light fixtures, sockets, bulbs
- **Finish Repairs:** Painting, plastering, floor covering
- **Hardware Repairs:** Doors, locks, latches
- **Maintenance Documentation:** Equipment logs, daily records, repair tracking
- **Property Operations:** Common areas, amenity spaces, trash areas
- **Seasonal Maintenance:** Snow response, ice response, walkway salting

- **Vendor Coordination:** Outside mechanics, contractor access, completion records

PROFESSIONAL AFFILIATIONS

- Property maintenance teams, supporting safe buildings, reliable service, and respectful resident communication.
- Building operations and outside mechanical partners, coordinating access, repair details, completion records, and follow up.

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST