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OBJECTIVE:

To obtain a building support position within a dynamic company, offering growth potential and compensation for quality performance while utilizing my technical and professional skills.

SKILLS:

- Facility Management and Building Services, managing over 714,000 square feet of combined floor space.
- Develop project budgets and Request for Proposals from Project Analysis Reports. Oversee architectural selection, contract negotiations and final design contract development and implementation.
- Attend, oversee, and input in pre-design, schematic design, design development and construction document phases of project.
- Develop bidding criteria contract and documents, implement and oversee the proper procedures outlined by Borough Policy during bid phase selection of a construction contractor.
- Maintaining all phases of pre-design security systems
- Maintain and monitor Liebert, Powerware UPS backup systems
- Managing Holt and Caterpillar backup generators
- Maintaining the environmental controls for 60 HVAC systems, 70 Liebert CRAC units, utilizing Tracer Summit System 10.4, Johnson Control System, Data Trax, and SiteScan for the facility.
- Utilizing Visio, AutoCAD 14, AutoCAD 2002, and AutoCAD LT
- Maintaining Video Conferencing systems, utilizing PictureTel and Polycom telecommunication equipment

EDUCATION, TRAINING, and CERTIFICATIONS:

- EPA Universal licenses in HVAC Certification No. 000356193
- Continuing education within Data Center University
- Certificate of Continuing Education for Facility Management 2001
- University of Houston, Bachelors Degree in Business Administration
- Houston Technical Institute, Houston, Texas Associate Degree in Photography
- 20+ years PC and related experience, including:
- Microsoft Window 98, 2000, XP
- Microsoft Office 95, 97, 2000, 2003
- Lotus Notes R5, Beyond Mail, Remedy V 4
- First Aid/ CPR/ AED 2007
- Certification in OSHA though Click Safety

WORK HISTORY:

10/07 to Present **McBride Electric**
Data Center Facility Technician

- Managing building services for two Tier 4 Data Centers encompassing 125,000 square feet located in Austin TX. Providing a quick response to critical system failures.
- Monitoring and reporting failures of the Generators, Switchgear, and UPS Backup systems to provide a controlled power source in the event of a power loss from the city.
- Preparing daily/weekly reports for the Facility Director on each location on the well being of the facilities.
- Providing preventative maintenance and system repairs to the RTU, CRAC and CRAH units for both locations. Also maintained the repairs for plumbing, and electrical maintenance.

02/07 to 07/07 **Hewlett Packard**
Data Center Engineer

- Managing the construction and environment for over 150,000 square feet of Tier 4 Data Centers located in Austin TX.
- Quality Audits on Asset System for incoming requests.
- Coordinate space for new and relocated servers and server related equipment.
- Quality Audits for electrical connectivity in white space.
- Coordinate physical movement of equipment in data center.
- Update tools used to store data center facility information
- Manage staging areas for hardware integration
- Partner with site facilities teams to manage 3rd party vendors (provide data center content expertise) with electrical or HVAC subcontractors.

03/06 to 02/07 **GTECH Corporation**
Facility Manager

- Responsibilities included managing the environment for 5 Tier 2 Data Centers in Texas.
- 5 Buildings in the Austin area and satellites locations in San Antonio, Victoria, Houston, El Paso and a redundant backup site in Irving Texas.
- Maintained the Generators, Switchgear, and UPS Backup systems at each location to provide controlled power source in the event of a power lose from the city.
- Prepared monthly reports for each Director assigned to the location on well being for their facilities.
- Also controlling daily hours, supplies, preparing payroll, hiring, training and inspecting all satellite locations in Austin weekly and the others cities monthly.
- Provided system repairs to the RTU, CRAC and CRAH units for all locations. Also maintained the repairs for plumbing, and electrical maintenance, pest control service, office equipment and office supplies to provide savings and high quality.

12/04 to 03/06 PPD - Pharmaceutical Product Development

Facility Manager

- Over seen all parts construction of 207,000 square feet of Clinical Research, Central Lab, and Pharmacy and office space.
- Manage building services department of 127,000 square feet of Clinical Research, Central Lab, and Pharmacy and office space. A budget of over \$1,500,000 per year to maintain the building from the rent, to ordering supplies for the employees.
- Negotiated contracts for HVAC system repairs, plumbing, and electrical maintenance. Also included, pest control service, office equipment and office supplies to provide savings and high quality.
- Supervised design and installation of the Camera System and the Security System for the PPD.
- Developed and implemented numerous training and S.O.P. programs to bring the District in compliance with local, state and federal mandates and regulations. Programs started include MSDS/Right to Know, Monthly Safety Meetings, Respirator Fit Testing, Energy Conservation Incentive Program, Fire Extinguisher Inspection Certification, Asbestos Awareness and Abatement Training and Certification, Electrical Lock-out/Tag-out Program, HAZMAT, HAZWOPER, and low pressure boiler vessel certifications

06/97 to 12/04

Verizon Communications - Austin, Texas

Facility Manager

- Manage building services department of 57,000 square feet of office space and help desk environment. A budget of over \$950,000 per year to maintain the building from the rent, to ordering supplies for the employees.
- Negotiated contracts for HVAC system repair and maintenance, pest control service, housekeeping, food service, office equipment and office supplies to provide savings and high quality.
- Implemented Emergency Evacuation procedures for fire, bomb and weather threats for the Enterprise Management Center (EMC).
- Supervised design and installation of the Security and Fire System for the EMC.
- Over seen construction of 30,000 square feet of office space in the EMC.
- Maintain Video Conferencing equipment using and Audio Communications. Scheduling and running onsite meetings with multiple locations using media bridges for extended meeting to provide a savings up to \$1000.00 person per day.
- Solicit participation and lead employees in community programs including on-going blood drive for the Texas Regional Blood and Tissue Center.

09/94 to 04/97

**Austin Diagnostic Clinic – Austin, Texas
Manager of Housekeeping in the Facility Services Department**

- Managed 14 full-time employees, covering two shifts within Facility Service Department (Responsibilities included managing 150,000 square feet and satellites locations in San Marcus, Central and South Austin, Springdale and Giddings, Texas).
- Also controlling daily hours, supplies, preparing payroll, hiring, training and inspecting all satellite locations weekly.
- Assisted internal MIS department with work installations and repair of the network during my off hour to keep up with the on going changes in the technical industry.

06/88 to 08/94

**Sanitors Southwest, Inc. - Austin, Texas
Project Manager**

- Managed 30 employees within the Building Service Division. Responsibilities included hiring, training, payroll, bookkeeping, procedure implementation and product purchasing.
- Presented written and oral reports to the Building Services Committee.

ACTIVITIES

- The Uptime Institute
- AAFAME - AUSTIN ASSOCIATION OF FACILITY AND MAINTENANCE ENGINEERS
- ACCA- AUSTIN CONTACT CENTER ALLIANCE

References available upon request