



# John Poll

## Apartment Maintenance Technician

### CONTACT

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 john.poll@gmail.com

 United States, Los Angeles, CA

### EDUCATION

#### Certificate in Facility Maintenance

Los Angeles Technical College,  
Graduated: May 2015

#### Certifications

- **Certified Apartment Maintenance Technician**, February 2017
- **EPA 608 Universal Certification-**, *Environmental Protection Agency-*, March 2016

### PROFESSIONAL SUMMARY

Skilled and dependable Technician with experience in performing repairs, general maintenance, and troubleshooting for apartment complexes. Expert in plumbing, electrical systems, HVAC, and general repairs, with a dedication to ensuring tenant satisfaction and timely completion of tasks.

### EXPERIENCE

#### Apartment Maintenance Technician

2018 - Now

##### Sunrise Apartments, Los Angeles, CA

- Perform routine and emergency repairs in plumbing, electrical systems, and appliances.
- Conduct regular inspections of the apartment complex to ensure compliance with safety regulations.
- Manage and maintain HVAC systems, ensuring all units are in proper working order.
- Respond to tenant maintenance requests promptly, ensuring issues are resolved with minimal disruption.
- Oversee outside contractors for specialized repairs, ensuring work is done according to company standards.

#### Maintenance Assistant

2015 - 2017

##### Greenfield Apartments, Los Angeles, CA

- Assisted senior maintenance technicians in various tasks including plumbing, electrical, and general repairs.
- Completed work orders for tenant complaints and maintenance issues.
- Conducted preventative maintenance on HVAC systems and appliances.
- Assisted in preparing units for new tenants, including painting, cleaning, and minor repairs.

### SKILLS

Electrical troubleshooting and repair	★★★★★
Plumbing and water system repairs	★★★★★
HVAC installation and maintenance	★★★★★
Appliance repair (refrigerators, dishwashers- washers/dryers)	★★★★★
General carpentry and painting	★★★★★
Preventative maintenance	★★★★★