
Handyman Caretaker Resume

Job Objective

Seeking a position as Handyman Caretaker in a reputed organization where I can use my skills and experience.

Highlights of Qualifications:

- Admirable experience in maintain property and performing repairs
 - Sound knowledge of healthy and safety procedures
 - Profound knowledge of codes of practices and legislation
 - Ability to multitask and prioritize work
 - Ability to perform regular inspection of buildings
 - Ability to comply to COSHH regulations
 - Ability to perform general household maintenance tasks and equipment repairs
 - Ability to manage premises efficiently
 - Ability to perform routine maintenance repairs
 - Proficient with various Microsoft Office applications
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Professional Experience:

Handyman Caretaker
Precision Multiple Controls, Inc., Wichita, KS
August 2007 – Present

- Administered external premises and installed alarm systems for security.
- Monitored premises on everyday basis such as furnishings and carpentry.
- Assembled and collected waste for efficient disposable.
- Maintained neat and clean external environment for complex.
- Managed efficient receiving and deliveries of all goods and equipments.
- Documented records of appropriate cleaning and sundry supplies.
- Supervised cleaning and catering staff for efficient handyman work.
- Removed graffiti from walls and clean wood floorings.

Handyman Caretaker
G4S Secure Solutions, Wichita, KS
May 2004 – July 2007

- Performed routine maintenance for all plumbing and electrical repairs.
 - Assisted to replace all broken fixtures and equipments.
 - Developed an efficient program for preventative maintenance activities.
 - Managed plumbing and painting activities and assisted in decorating walls.
 - Performed regular tests on all lighting systems and cleaned it.
 - Monitored inventory of stocks and distributed general consumables.
 - Provided technical support to all members and contractors.
 - Identified new work programs for all maintenance activities.
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Education:

Associate Degree in Mechanical Engineering
Kirtland Community College, Roscommon, MI

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