
Maintenance Groundskeeper Resume

Job Objective

To obtain a Maintenance Groundskeeper position that fully utilizes my experience and abilities.

Highlights of Qualifications:

- Relevant experience of cleaning, maintenance and repair of buildingsystems, common areas and grounds
 - Sound knowledge oftools, materials and practices related to building and construction trades
 - Commendable knowledge of electrical, carpentry and plumbing activities
 - Familiarity with records and file maintenance and landscapingpractices
 - Ability to repair and install doors, frames, and furniture efficiently
 - Ability to communicate with coworkers, clients and public in a pleasant manner
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Professional Experience:

Maintenance Groundskeeper
MidPen Housing Corporation, Beckley, WV
August 2012 – Present

Responsibilities:

- Planted and grew shrubs, and trees based on landscape designs and plans.
- Irrigated and pruned all plants to maintain their growth and beauty.
- Collected and removed debris, snow, dirt and garbage from assigned areas.
- Set up, maintained and repaired building systems like A/C systems and refrigerators.
- Operated, maintained and repaired grounds irrigation system, safely and efficiently.
- Used, cleaned and maintaineda variety of trade-related tools and equipments.

Maintenance Groundskeeper
FPI Management, Inc., Beckley, WV
May 2009 – July 2012

Responsibilities:

- Conducted routine inspection and cleaning of property and common areas.
 - Operated, cleaned and repaired all assigned grounds maintenance equipments and other related machines.
 - Checked and replaced air-conditioning filters of all apartments on a routine basis.
 - Installed, repaired and maintained building systems and apartment equipments.
 - Restored and painted all assigned areas and structures, as directed.
 - Prepared and maintained accurate and timely inventory and duty records.
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Education:

Associate Degree in Turf Management
Dawson Community College, Glendive, MT

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