

SAMPLE STUDENT

Palatine, IL 60067

847.555.1212

samplestudent@gmail.com

www.linkedin.com/in/samplestudent

MAINTENANCE TECHNICIAN

Strong mechanical aptitude and skilled in welding, commercial wiring, and machinery processes. Experience ensuring efficient system functioning and following safety compliance. Detail-oriented with excellent customer service, communication, and problem-solving skills.

EDUCATION

Harper College, Palatine, IL

Pursuing Maintenance Mechanic II Certificate

Expected May 20xx

Maintenance Mechanic I Certificate

May 20xx

RELEVANT COURSEWORK

Welding

Commercial Wiring

Machining Processes

Manufacturing Maintenance

Plumbing Systems Maintenance

Manufacturing and Safety

Print Reading

Refrigeration Fundamentals

Small Equipment Maintenance

EXPERIENCE

Maintenance Technician Assistant

February 20xx to Present

YMCA, Elgin, IL

- Repair hardware, plumbing and electrical equipment including toilets, drains, lighting, heating, and air conditioning systems
- Monitor and perform system tests on fire alarm and safety systems
- Read, track, and interpret readings from meters, gauges, and other units to maintain log of day's activities and problems
- Review daily work order priorities with supervisor at the beginning of each shift
- Respond to after-hours facility emergencies

Driver / In-shopper

March 20xx to January 20xx

Jimmy John's, Schaumburg, IL

- Picked up orders, planned delivery routes, and delivered sandwiches within guaranteed time period to provide outstanding customer service
- Took sandwich orders over phone and in person and accepted payment for orders

VOLUNTEER EXPERIENCE

Campground Building Restoration Project

April 20xx to Present

Elgin Park District, Elgin, IL

- Assist in restoration of campground's cottages and public buildings by painting walls, replacing rotted wood, and fixing broken windows
- Track inventory of roofing and siding materials to ensure supplies are available to complete projects