

# Publio Alexander Contreras Porras

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## **PROFESSIONAL SUMMARY**

Hard working, knowledgeable HVAC technician looking for an entry level position in an HVAC company. Seeking to utilize my training in heating, cooling and electrical to increase customer satisfaction.

## **INDUSTRY SKILLS**

- Test pipe or tubing joints or connections for leaks, using pressure gauge or soap-and-water solution.
- Test electrical circuits or components for continuity, using electrical test equipment.
- Repair or replace defective equipment, components or wiring.
- Discuss heating or cooling system malfunctions with users to isolate problems or to verify that repairs correct malfunctions.
- Repair or service heating, ventilating and air conditioning (HVAC) systems to improve efficiency, such as changing filters, cleaning ducts or refilling non-toxic refrigerants.

## **SOFTSKILLS**

WIN Career Readiness- Essential Soft Skills Certification present

- Communicating Effectively
- Conveying Professionalism
- Promoting Teamwork and Collaboration
- Critical Thinking and Collaboration

## **WORK HISTORY**

### **Buckingham Property. Indiana: October 2021 - Present**

Maintenance Technician

- Complete all maintenance requests in an efficient and courteous manner.
- Prepare vacant apartments for market ready condition.
- Repair and maintain electrical circuits, switches, outlets and lighting fixtures.
- Install and repair carpeting flooring and tile.
- Repair, install and maintain basic plumbing fixtures such as water heaters, lavatories, toilets, sinks, dishwashers.
- Maintain lawns, grounds, landscaping and parking lots including snow removal.
- Repair and maintain building exteriors and roofs.
- Complete preventative maintenance activities.
- Cleaning and housekeeping of common areas and vacant units.
- Managing the inventory of ready apartments to support the community's marketing and leasing efforts.
- HVAC and furnace, install, Basic Troubleshooting and Repair
- Repair and paint wall, ceiling, dry wood, finish texture
- Maintain heating and plumbing systems to ensure functionality.

- Working knowledge of tools, common appliances, and devices.

### **RBG Property, Ohio: September 2019 - September 2021**

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### **EDUCATION**

#### **Duncan Supply and Wayne Township Adult Education February 2022 - May 2022**

HVAC Certification

Environmental Protection Agency (EPA) Section 608 Refrigeration Recycling Rule

### **References**

Available upon request