

# Robert Smith

## *Electrician and HVAC technician*

### CONTACT DETAILS

1737 Marshville Road,  
Alabama  
(123)-456-7899  
info@Website.com  
[www.Website.com](http://www.Website.com)

### PERSONAL STATEMENT

Experienced Electrician and HVAC technician. Ability to plan, evaluate, organize, and manage various responsibilities. Adept in reading blueprints, drawings, specifications and plans. Skilled in diagnosing malfunctioning systems, testing electrical components and installation repair maintenance. Self-motivated, capable of working as a team and with limited supervision. Excellent interpersonal skills, initiative, attention to detail, multi-tasking and follow-through skills.

### SKILLS

Installation, Electrical Panel Upgrades, Commercial And Residential Maintenance, Knowledge Of National Electric Code (NFPA 70), Electrical Equipment Maintenance

### WORK EXPERIENCE

#### *Electrician and HVAC technician*

ABC Corporation - June 2015 - September 2016

##### *Responsibilities:*

- Responsibilities included run conduit, wiring, hook-up disconnects, switches, push buttons, circuit panels, breakers, suppressers, transformers troubleshoot electrical or environmental and related equipment for naval ships and submarines.
- Installed, modified, repaired, replaced, adjusted and overhauled complex and/or electrical or environmental systems, components, and accessories, with intricate wiring armament, landing gear, antiskid, ignition, stall warning, power distribution, engine drive alternator and fuel indicating systems.
- Utilized safety practices and procedures and comply with security regulations, directives, and policies.
- Ensured tools are properly marked, calibrated (if necessary), and are secured when the area is unattended.
- Operated and maintained power and lighting circuits, electrical fixtures, and switchboards.
- Stood to watch on generators, switchboards, control equipment, and electrical equipment.
- Responsible for the proper administration, operation, and maintenance of nuclear primary and secondary plant systems.

### LANGUAGES

English (Native)  
French (Professional)  
Spanish (Professional)

### INTERESTS

Climbing  
Snowboarding  
Cooking  
Reading

#### *Junior Electrician*

ABC Corporation - March 2012 - June 2015

##### *Responsibilities:*

- Operated and maintained power and lighting circuits, electrical fixtures, and switchboards.
- Responsible for troubleshooting and repairing lighting circuits and small boat electrical systems.
- Stripped cut-in and connections of cables to different equipment, power panels, etc.
- Maintained and repaired bridge hydraulic systems such as pumps, cylinders, hoses, filters, control valves.
- Maintained and repaired grid couplings, locks, wedges, and barriers on movable bridges.
- Performed maintenance to electrical distribution system over 600 volts

### REFERENCES

Reference - 1 (Company Name)  
Reference - 2 (Company Name)

- at the district headquarters compound.
- This is Dummy Description data, Replace with job description relevant to your current role.

## Education

Technical Degree in Electrical Technology - 2006(Lehigh Career And Technical Institute - Schnecksville, PA)General Studies - August 1992(Zachary High School - Zachary, LA)