

Brandon Keller

FACILITIES SPECIALIST

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Summary

Facilities Specialist with 5 years maintaining clinics, offices and campus buildings for a healthcare network and a private college. Handles HVAC, plumbing, electrical and carpentry repairs, runs building maintenance inspections, and keeps Excel and Outlook records of work orders and vendor visits. Covers weekends and facility emergencies.

Skills

- Building Maintenance
- HVAC
- Plumbing
- Electrical
- Carpentry
- Excel
- Outlook
- Word
- Time Management Skills
- Attention to Detail

Experience

Facilities Specialist

Three Rivers Health Network

02/2023 - Present

Pittsburgh, PA

Health system with 5 outpatient centers totaling 400,000 sq ft.

- Conduct weekly inspections of **5** outpatient buildings for safety hazards, leaks and building maintenance needs.
- Repair HVAC controls, plumbing fixtures and lighting circuits, closing 140 work orders a month.
- Coordinate 12 contractors for roofing, fire alarm and elevator service, tracking visits in Outlook and Excel.
- Complete carpentry and ADA hardware fixes in clinics, passing 2 Joint Commission surveys without findings.

Maintenance Technician

Ohio River College

06/2021 - 01/2023

Pittsburgh, PA

Private college with 22 buildings and 3,000 students.

- Serviced **60** fan coil units and 4 boilers on a monthly preventive maintenance schedule.
- Replaced 300+ faucets, valves and ballasts during summer residence hall turnover.
- Recorded repairs in the CMMS and wrote Word notes for the next shift.
- Staffed 25 move-in and event setups a year, moving furniture and staging rooms.

Carpenter's Helper (Part-Time)

Steel City Renovations

08/2019 - 05/2021

Pittsburgh, PA

Part-time job with a remodeling contractor while in trade school.

- Framed walls, hung drywall and installed trim on **20** kitchen and bath remodels.
- Built 12 custom closets and shelving units from shop drawings.
- Organized the job trailer and tool inventory for a 4-person crew.
- Installed 30 interior doors and hardware sets on renovation jobs.

Education

Certificate

Community College of Allegheny County
Building Maintenance Technology

05/2021

Pittsburgh, PA

Certificates

EPA Section 608 Universal Certification

U.S. Environmental Protection Agency

03/2022