

644 AERICK STREET #6
INGLEWOOD, CA 90301

ANTHONY DADE

CELL (323) 608-3048
anthonydade98@gmail.com

1/10/94

ACCOMPLISHMENTS

Over 15 years of maintenance experience responsible for maintaining commercial and residential properties/facilities including daily/weekly cleaning tasks, minor repairs and projects.

Maintenance – Supervisor
MAYTIME LANE HOA
CULVER CITY, CA

March 2008 to Present

Responsible for supervising and monitoring of all grounds to ensure a clean and safe work environment for team and vendors.

- Monitor daily sanitation and maintenance list.
- Follow established hazardous material and safety procedures.
- Keep and monitor sweep logs and sanitation list.
- Maintain and stock back stock area and coolers; dust fixtures, clean windows and mirrored surfaces.
- Practice proper lifting techniques and care and maintenance of equipment.

Maintenance – Supervisor
ARM MANAGEMENT, INC.
HUNTINGTON PARK, CA

March 2008 – Present

Responsible for monitoring property and responding to maintenance requests from residents.

- Maintain cleaning and vendor maintenance schedules.
- Empty trash containers and replace liners in common areas.
- Order supplies and monitor daily sanitation and maintenance list.
- Dust shelves, clean mirrors and surfaces.
- Practice standard state and federal health and safety codes.
- Maintain landscaping and parking lots.

Construction Worker
CHAPMAN CONSTRUCTION CO.
LOS ANGELES, CA

July 1981 – Present

Responsible for set-up; tool supplies and site maintenance.

- Set-up construction site including generators, electrical outlets and water supply.
- Maintain hand and power tools for contractors.
- Coordinator and obtain supply material deliveries.
- Paint or repair roofs, windows, doors, floors, woodwork, plaster, drywall, or other parts of building structures

REFERENCES AVAILABLE UPON REQUEST