

Objective To work in a facilities management position which allows me to utilize my extensive experience and skills to supervise an efficient and safe workplace.

Experience Facilities Manager
OneWest Bank / IndyMac Bank **10/2005 – present**

Employed at OneWest Bank corporate site. This location is a class A facility campus.
Planning: In my role as critical facilities manager I established the weekly schedule for all maintenance and planned upgrades for the electrical and HVAC systems. Worked on extensive planning and coordination program to support all of the data center construction projects.
Operations: Day-to-day management of all construction and facilities activities in the multiple main data centers. Primary contact for emergency response at all locations in the western region. Train new and existing employees regarding safety protocols and site operations. Create status reports and presentations for senior management. Conduct routine meetings with various department representatives. Provide emergency response outage support for the IT department at bank locations nationwide. Expedite repairs and service for critical support equipment.
Construction: Project leader for SoCal data center phase 1 construction expansion project. Oversee the all aspects of construction of a new data center in Arizona. Ensure that the different phases of construction were delivered on scheduled and within the established budgets. Provide ongoing updates to the steering committee.

Facilities Supervisor / Asst Site Emergency Chief
Trammell Crow Company **02/1994 – 10/2005**
Irvine, CA

Assigned to Edwards Lifesciences corporate headquarters, a research & development and medical manufacturing facility in Irvine, CA. Total approx 698K sq ft of facilities including offices, manufacturing (including Class 2 & 3 clean rooms), IT computer rooms, and laboratories.
Planning and Operations: Plan and oversee facilities management project including resource requirements and interface with contractors, facilities space allocations, department moves and new construction. Facilities team leader for emergency contingency planning and on-call response team for 13 buildings located in Irvine and Laguna Hills. Conduct property inspections for environmental, health, and safety standards. As part of Disaster Recovery Team effort (1996/1997), worked with city and state authorities to bring medical manufacturing operations back on line after a plane crash into site manufacturing plant.
Construction: Maintain job files and blueprint archives for all construction projects. Develop project scope of work, timelines and punch lists. Ensure all contractors adherence to Trammell Crow Company standards of safety.

Maintenance Technician
Baxter Healthcare Corporation **6/1992 - 2/1994**
Irvine, CA

General maintenance duties including layout design, furniture assembly, delivery, and allocation. Performed preventive maintenance on assembly clean room air filter module system and other machinery for medical manufacturing facility. Inventoried and ordered maintenance supplies and equipment. Tracked expenses and assets for department.

Additional Skills Proficient in Microsoft Office applications (Word, Excel, PowerPoint), Lotus Notes, File MakerPro; G.E. Lighting Control System; Siemens H.V.A.C. Energy Management System

Business Affiliations International Facilities Management Association (IFMA)
 AFCOM Associate Member