

# Johnny Lopez

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## Objective

Run a successful and efficient property. Utilize my skills in a successful manner and dedicate myself to a position where I can gain new skills and knowledge while helping my coworkers succeed.

## Skills & Certifications

- Management & Organizational Skills
- Lead Tech of the Year for Lincoln Property Co. 2015
- HVAC Install & Repair
- EPA Certified
- Repair Major Appliances
- Electrical, Plumbing and Pool Experience
- Computer Skills (Yardi, Windows, Mac OSX)
- Bilingual

## Education

**Capitol City Trade & Technical School**  
Heat Ventilation & Air Conditioning

**Graduation Date: Oct. 2009**  
Austin, TX

**Austin Community College**  
Accounting, Economics

**Austin, TX**

**William B. Travis High School**  
Diploma

**Graduation Date: May 2001**  
Austin, TX

## Employment History

**Lincoln Property Co.**  
Maintenance Supervisor

**November 2014 - Present**  
Austin, TX

- Inspect and create punch lists for units in lease up
- Set up maintenance program and staff for lease up
- Assist property manager with contracts and budget issues
- Completed work orders in HVAC, electrical, plumbing
- Handled all major A/C change outs, and leaks
- Repaired washers, dryers, stoves, and refrigerators
- Maintained Inventory and ordered all materials and supplies
- Lead Tech of the Year in 2015

**Northland Investments**  
Assistant Maintenance

**July 2012 - January 2013**  
Austin, TX

- Completed work orders in HVAC, electrical, plumbing
- Handled all major A/C change outs, and leaks
- Repaired washers, dryers, stoves, and refrigerators
- Assisted with grounds and pool maintenance when needed
- Assisted in make readies as needed

**The Medve Group**  
Maintenance Supervisor

**February 2011 - February 2012**  
Austin, TX

- Completed work orders in HVAC, electrical, plumbing
- Handled all major A/C change outs, and leaks
- Repaired washers, dryers, stoves, and refrigerators and maintained laundromat
- Maintained Inventory and ordered all materials and supplies
- Handled make readies and full apartment rehabs
- Worked with all contractors and vendors

**San Miguel Management**

**January 2009 - February 2011**

Asst Maintenance

Austin, TX

- Completed work orders in HVAC, electrical, plumbing
- Handled all major A/C change outs, and leaks
- Repaired washers, dryers, stoves, and refrigerators
- Part of team doing over 500 make readies in three weeks