

# Oliva Gottman

Maintenance Director

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## Education

### Associate of Applied Science in Facilities Maintenance Management at Wichita State University, Wichita, KS

Sep 2014 - May 2018

Relevant Coursework: Facilities Maintenance Planning, Preventative Maintenance Techniques, Building Systems, HVAC and Electrical Systems, Plumbing and Mechanical Systems, Budget and Operations Management, Safety and Compliance, and Project Management.

## Links

[linkedin.com/in/olivagottman](https://www.linkedin.com/in/olivagottman)

## Skills

HVAC expertise

Plumbing proficiency

Electrical troubleshooting

Carpentry mastery

Locksmithing abilities

Welding techniques

Building automation systems

## Languages

English

Arabic

## Profile

A highly skilled Maintenance Director with 5 years of experience in managing and overseeing maintenance operations across diverse industries. Possesses a strong background in developing and implementing preventive maintenance programs, ensuring compliance with safety regulations, and managing budgets. Proficient in leading cross-functional teams, optimizing workflows, and implementing cost-effective solutions to enhance facility performance. Demonstrates strong communication and problem-solving skills, resulting in increased efficiency and reduced downtime.

## Employment History

### Maintenance Director at C&W Services, KS

Mar 2023 - Present

- Implemented a preventive maintenance program that reduced equipment downtime by 35%, resulting in an annual savings of \$50,000 for C&W Services, KS.
- Streamlined the work order process, leading to a 25% increase in work order completion rate and improving overall team efficiency.
- Successfully managed a team of 10 maintenance technicians, reducing response time to emergency repair requests by 40% and increasing overall customer satisfaction by 15%.

### Assistant Maintenance Director at ABM Industries, KS

Aug 2018 - Jan 2023

- Successfully managed a team of 15 maintenance technicians, resulting in a 20% increase in overall productivity and a 25% reduction in equipment downtime.
- Implemented a preventive maintenance program that reduced equipment breakdowns by 30% and increased overall facility efficiency by 10%.
- Oversaw a \$500,000 facility upgrade project, including the installation of new energy-efficient lighting and HVAC systems, which led to a 15% decrease in energy consumption and an annual savings of \$75,000.
- Streamlined maintenance work order processes, reducing response times by 50% and increasing customer satisfaction ratings by 35%.

## Certificates

### Certified Maintenance and Reliability Professional (CMRP)

Aug 2021

### Facility Management Professional (FMP)

Dec 2019

## Memberships

International Facility Management Association (IFMA)