

DANNY DOMINGUEZ
37-26 87TH Street
Jackson Heights, NY 11372
(718) 446-1240 (516) 581-1560
email: daninani2@yahoo.com

Summary:

Hard working, multi-tasking, responsible, organized, diligent individual with 15-plus years experience in residential buildings.

Skills:

5 + years experience in plumbing, electrical, carpentry, and have excellent communication skills.

Certification Licenses: (Con Low PSI OIL, BURNER, COF # 82462946) Expires: 04/06/2009.

Work Experience:

2006 – Present 37-20 Realty Corp. Jackson Heights, NY
Residential Manager

- Responsible for 168 Co-op Units
- Maintain proper communication with Managing Agent.
- Supervise building staff and contracted vendors.
- Resolve tenant issues and ensure follow-through with tenant requests.
- Responsible for all repair and plumbing issues.
- Responsible for all repair electric outlets as well as other electrical issues.
- Responsible for plastering of walls where needed.
- Responsible for daily maintenance of interior and exterior of building (sweeping, washing, etc.)
- Maintain fire equipment.
- Maintain key box and keys for tenants.
- Maintain two # 6 Dual Fuel Boilers.

2002 – 2005 Herbert Slepoy Corporation Long Island, NY
Residential Manager

- Responsible for 75 Co-op units.
- Maintain proper communication with Managing Agent
- Handle tenant complaints (Minor Repairs)
- Responsible for all repairs of plumbing issues.
- Responsible for all repair electric outlets as well as other electrical issues.
- Responsible for plastering of walls where needed.
- Responsible for daily maintenance of interior and exterior of building (sweeping, washing, etc.)
- Responsible for making sure fire equipment is maintained.
- Maintain key box and keys for tenants.

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2000 – 2001 General Society of Mechanics & Tradesman New York, NY
Head Superintendent

- Responsible for supervising a staff of seven employees.
- Maintained the interior of school (maintenance & cleaning)
- Maintained the exterior of school (handle garbage, mowing of grass, etc.)
- Responsible for minor repairs (plastering, electric, plumbing)

1995 – 2000 GVA Williams Real Estate New York, NY
Superintendent

- Supervised a staff of five employees
- Responsible for handling tenant complaints
- Responsible for plaster and painting when needed.
- Maintained proper communication with Managing Agent.
- Responsible for showing vacant apartments to prospective tenants.

1992 – 1995 Gator Construction & Contracting Staten Island, NY
Foreman

- Supervised a staff of eight employees.
- Responsible for cutting rhubarbs utilizing a chop saw.
- Responsible for utilizing a jack hammer to cut masonry and asphalt.
- Responsible for demolition.
- Responsible for recycling.
- Assisted in the installation of A/C, Windows, tile work, and Cabinetry.

1983 – 1992 Insignia Management / 32BJ New York, NY
Residential Manager/ Supervisor

- Supervised a staff of five employees.
- Managed a residential building of 83 units.
- Responsible for maintenance and minor repairs.

Languages:

Fluent in English, Fluent in Spanish.

References are available upon request.