

# LIONEL EDWARDS

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## SUMMARY of SKILLS

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- Involved in all aspects of electrical construction including brick masonry work, including painting, wiring of homes and installation of doors including fixtures.
- Conducted basic plumbing repairs which include changing sink traps, faucets, showerheads, and etc.
- 10 hour OSHA Construction
- Porter/Maintenance
- Class D Driver's License

## EDUCATION

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### **QBI, The Training Institute, Electrician's Helper Certificate, 4/2016**

- *Technical skills:* Knowledge of NEC Codes & OHMS Law; Blueprint & Schematic Reading; Safety & Grounding procedures; Installation of circuit breakers; Circuits & Special Purpose Outlet; Commercial Branch & Special Outlet; Residential & Commercial Wiring; Conduit Bending; Basic Electronics; AC/DC Semiconductor/Digital

### **Grant Associates Inc., Retail Customer Service & Business Certifications**

Wake County Community College, HVAC, Electrical Wiring & Industrial Maintenance Curriculum (attended 2 years)

## WORK EXPERIENCE

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### **Happy Dog Place**

Warehouse operator

March 2015-July 2015  
Brooklyn, New York

- Took inventory of goods and supplies
- Checked for damaged or missing items
- Moved stock around by hand, using lifting gear or a forklift truck
- Picked and packed orders
- Loaded goods for dispatch (some jobs included delivery)
- Kept paperwork up to date
- Maintained cleanliness of work areas

### **Z Building Maintenance & Contracting**

Maintenance Worker

Mar 2014-Jan 2015  
New York, NY

- Cleaned restrooms, including gathering and emptying trash bins, and supplied them with toiletries.
- Maintained cleanliness of the building floors by sweeping, mopping, scrubbing, and vacuuming.
- Followed procedures for the use of chemical cleaners and power equipment to prevent damage to floors and fixtures.
- Mixed water and detergents/acids in containers to prepare cleaning solutions, according to specifications.
- Cleaned windows, glass partitions, and mirrors, using soapy water or other cleaners, sponges, or squeegees.
- Stripped, sealed, finished, and polished floors.

### **Conway's**

Stock Clerk/Warehouse

Aug 2013-Jan 2014  
Brooklyn, New York

- Received and counted stock items and recorded data manually and electronically.
- Packed and unpacked items to be stocked on shelves in stockrooms, warehouses, and storage yards.
- Verified inventory computations by comparing them to physical counts of stock, investigating discrepancies, and adjusting errors.
- Stored items in an orderly and accessible manner in warehouses, supply rooms, and other areas.
- Marked stock items using identification tags, stamps, electric marking tools, and other labeling equipment
- Provided assistance and direction in stockroom and warehouse to locate various merchandise.

**Brand Hunter***Sales Manager**Dec 2011- Jul 2013**Brooklyn, New York*

- Completed all facets of retail store management including client relations and training.
- Scheduled visual merchandising, sales, marketing inventory control, loss prevention, and employee supervision.

**Harbor Hills Pharmacy***Delivery**Jun 2010- Jul 2012**Roslyn Heights, New York*

- Delivered, picked-up, dropped off, and fulfilled customer prescriptions and other various pharmaceutical medications all throughout a five borough territory in New York City, and Long Island.
- Responsibilities included ensuring fulfillment of all orders and interaction with customers.
- Assisted the pharmacist in taking verbal prescriptions and writing exact prescriptions; counseled patients on prescriptions and over the counter medications.

**Royal Custom Homes***Subcontractor and Partner**Nov 2006- Dec 2009**Raleigh, North Carolina*

- Performed framing, brick and concrete work, rough in
- Finished carpentry, plumbing, electrical, drywall, roofing repairs, finish work, cabinets, painting, and other construction projects.
- Installed central air conditioning system, insulation, various fixtures and appliances, windows and French doors, flooring and carpet installation, roofing finish work, cabinets, painting, and other construction projects
- Ensured compliance with local building codes and permit requirements, observed safety regulations, purchased building materials and supplies, and related duties.

**CJ Heating and Oil***Heating and Oil Delivery Maintenance and Repair**Nov 2004- Feb2006**New York, New York*

- Delivered Home Heating fuel, oil, gas, and other petroleum products to various residential, commercial and other clients throughout the 5 (five) borough New York City area, and on Long Island.
- Worked as "on-call" service technician. Assisted in parts installation, heat exchangers, unit heaters, blower motors and compressor.
- Cleaned and checked furnaces, gas hot water heaters, boilers, and air ducts.
- Installed Thermostats, hot water heaters, sump pumps, water softeners and humidifiers.
- Cleaned evaporator coils, power washed condenser coils.
- Changed filters, belts and lubricated blower assemblies on commercial residential units.