

Lizardo Gutierrez

Director of Facilities/Plant Operations - Catholic Housing Management

Miami, FL 33172

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Creative, knowledgeable and successful individual in different in areas such as the construction field and hospitality. Accomplished different objectives focused in quality of the projects and customer services satisfaction.

Work Experience

Director of Facilities/Plant Operations

Catholic Housing Management April

2017 to October-2020

Directs facility-engineering programs with Property Management staff, with regard to operation and maintenance of physical and structural condition of the properties, and status of work in progress.

- Establishes overall objectives and initiatives for the maintenance programs with Property Managers.

Coordinates the planning, development, organization, implementation, policies and procedure, evaluation and direction of the properties managed by Catholic Housing Management.

- Assists in developing a skilled management and maintenance staff in the properties by coaching and making recommendations regarding hiring, training, promotions, discipline and terminations.

- Participates in the development and application of standards of quality and productivity

for the maintenance department. Directs departmental personnel in policies, procedures and standards of work performance for maintenance and repair of equipment and building-system through the facilities. Provides guidance and support for property maintenance staff members.

- Consults with Property Managers and V.P of Housing Development and Operations regarding the preventive maintenance program to ensure the uninterrupted operations of the entire physical plant. Monitors its application to assure maximum effectiveness and provides appropriate documentation of same.

- Maintains a working knowledge of new technologies which may improve operations and conditions, and develops recommendations accordingly.

- Works closely with other departments and administration; negotiates facilities priorities, plans work schedule and job assignments for V.P of Housing Development and Operations. Recommends use of outside specialty as circumstances indicate.

- Directs the requisition, corrective, emergency and preventive maintenance of building, equipment and off-site facilities associated within the Properties.

- Assists in recommendations of orders for selected stock items such as plumbing supplies, wood, electrical and equipment parts to maintain maximum efficiency levels at all times according to established procedures.

- Monitors records keeping and documentation to ensure compliance with HUD, State, Federal and accreditation regulations.

- Consults on the repair of equipment or recommends the replacement or additions to equipment or physical plant, as necessary.

- Assists the facility supervisors responsible for coordination of all the maintenance service contracts and ensures all contractual provisions are met, along with established codes.

- Coordinates all construction and renovations projects, acting as a liaison between the Property Managers, CHM, and the contractors.

- • Develops an annual organizational comprehensive capital repair/replacement plan and provides monthly status reports.
- • Develops and maintains a comprehensive list of appropriate vendors for construction/ rehab projects and acquisition of materials.
- Direct all the claiming process from the moment of the incident, contact restoration company and revise the mitigation and restoration report submitted (Genesis Restoration-Super Restoration or other).Negotiate with the adjuster and insurance company(Gallagher Bassett or other) the inspection and completion of the project.Make sure that subcontractors are paid on time and correctly in order to complied with the time frame and minimize losses.
- Coordinate all the permit process, from the NOC to the NOT. Notarized documents as need it.
- Coordinate all the Capital Needs Assessment for all the facilities.
- Make sure that all the roof inspections, elevator inspection, sprinkler inspections, generator inspections and others are up to date in all the properties.
- Revise, recommend and approved vendors on bid packages, making sure that all the insurance documents are up to date, COI, W9, workers compensation and the sunbizz information is properly correct.

PTE System International, LLC2016

Project Manager-2016-2017

- Coordinate all aspects of the construction PTE structural elements, including working with contractors and engineers.
 - Scheduling of different phases of a project based on established deadlines.
 - Check and approved shop drawings and submitted to the clients for review and approval.
 - Follow up the takeoff and expenses analysis.
 - Specific projects included:
- Urbana Building Residential. 37 Ave 16 St. Coral Gables. Florida 33135 Offizina
 Building Residential. Coral Gables. Florida 33134
 121 Marina Inn.Key Largo. Florida
 Aventura Residential & Signature.Aventura. Florida Roof Top.
 Loews Miami Beach.33139
 2801 Aventura Medical Center. Aventura Florida

Construction Manager

Florida Coastal Construction and Development 2015 to 2015

- Supervise all onsite construction activity
- Understand product specification and scope of work requirements
- Oversee and approve all hourly field personal
- Order project inspections, insure inspections are passed
- Schedule material deliveries with the estimator
- Achieve project budget objectives
- Review all sub-contractor performance and support their efforts as required
- Do whatever it takes - be hands on with everything
- Commercial Interior Build-out Experience
- Read construction plans & specifications with construction knowledge & background
- Experience framing, hanging, & finishing drywall
- Experience framing & hanging acoustical ceilings
- Experience of measuring and laying carpet, tile, & baseboards
- Experience of every aspect of a commercial interior build-out from start to finish
- Good communicator - (English and Spanish)
- Planning, organization, and execution skills

- • Timely manner with both the employer and customer
- Coach and mentor, trainer to develop field staff
- High set of moral and ethical standards both in business dealings and in personal life
- Manager of people
- Specific projects included:
- Centene Offices Room 200 and 220
- Brickell Bay Plaza 1001 Room 2700 ANEX OFFICE, Miami, FL
- Bank of America Rooms 401 and PH-10, Coral Gables, FL

Inspector

Building Inspection Services

2014 to 2014

- Identify components requiring replacement or repair that should be replaced or repaired and provided estimated repair cost
- Look for evidence of current leakage through the roof covering. Examining the interior of the structure for signs of roof leakage such as stains or moisture affected plaster.
- Find out evidences of current or past infestation of wood destroying organism
- Establish the function ability of the accessible components of the hard wired system as switches, receptacles, light fixtures, electric wall heaters, exhaust fans, ceiling fans and GFI receptacles
- Assess the function ability of plumbing system, including possible leakage and broken components, of the accessible plumbing components located within the confines of the structure
- Recognize the function ability of certain kitchen appliances
- Indicate the function ability of the cooling and electric heating operation of the central and room air conditioning equipment by monitoring the temperatures of the supply and return air, the operation of normal consumer controls. Check accessible ductwork, registers, filters and thermostats.
- Visually find evidence of abnormal settlement, lateral movement or structural weakness in the accessible load bearing structural components of the structure

Guest Relations

The Raleigh Hotel South Beach 2009 to

2014

- Lost and Found
- Bag Checks
- Lockers
- Entrance and Exit
- Hotel Property
- Gifts and Personal Property
- General assistance with property maintenance

Building Inspector

The RPG Group

September 2006 to February 2008

High Rises, Downtown Miami.

- Steel estimator, supervising and control on the field such as slabs, columns, beams and others structural elements
- Checking interiors of the buildings doors and sliding glass doors according to the requirements of the project
- • Balcony background placing the railings and making the solutions in cases of misplaced the block outs on it
- Foundations, concrete work, structural steel frame, roof, masonry construction
- Specific projects included:
- Opera Tower. Downtown Miami
- Everglades on the Bay Building
- Gallery Art Building

- Moon Bay
- Brickell 500
- Brickell Plaza

Education

English Center
2010 to 2013

Certification

Dade College Interamerican Campus - Miami, FL 2008
to 2010

Civil Engineering Degree

Superior Polytechnic Institute "José Antonio Echeverría" - Havana, CU 2001

Skills

- Plumbing
- Electrical
- Security
- Maintenance
- HVAC
- Xactimate Estimating.

Additional Information

- Professional Civil Engineer graduated in Cuba 2001 with 10 years of experience in structural analysis computation, design and research for residential, commercial & industrial structures.
- Outstanding ability to think logically in analyzing, solving problems and making decisions, with a capacity for details and precision
- Efficient, loyal, hardworking and committed to self-improvement
- Well organized and highly efficient in a multi-tasking dynamic environment
- Strong interpersonal skills and proven ability to communicate well at all levels with diverse group of people
- Goal oriented team player and able to work independently
- Proficient in AutoCAD 2006, Microsoft Word, Excel, PowerPoint, Outlook
- Eligible for EIT and PE certification 2008.
- Internachi Home Inspector certificated.