Joe Smith

999 Main Street, New York 10003

(123) 555-1234

joe.smith@email.com

CAREER OBJECTIVE

Experienced and knowledgeable electrician with more than 10 years of experience in the field seeks a position with a busy contractor or top electrical or construction firm in need of a hard worker with solid technical skills.

CORE QUALIFICATIONS

* Experience overseeing, training, and scheduling personnel.
* Proficient with direct installation of wiring at construction and other sites.
* Good interpersonal skills; able to interface with clients, project managers, and team members.
* Fully certified in electrical engineering by a reputable college.

PROFESSIONAL EXPERIENCE

VALLEY STREAM ELECTRICAL AND CONSTRUCTION SERVICES,Valley Stream, NY

**Electrical Supervisor***,* September 2020-Present

Brought on board to oversee worksites and scheduling of personnel. Perform direct installation of wiring and electrical appliances at new construction sites. Communicate closely with clients, project managers, and team members to identify and resolve issues and convey statuses.

* Work with multiple construction teams to develop original blueprints of electrical wiring for new construction sites.
* Assist in interviewing and hiring new employees.

DOWNSTATE ELECTRICAL INC., Jersey City, NY

**Electrician Assistant**, June 2011-September 2020

Assisted electricians with installation and repairs of heaters, boilers, and wiring at both residential and commercial construction sites.

* Stepped up, as necessary, to perform administrative duties including phone reception, client relations, and project reporting.

EDUCATION

**Associate of Electrical Engineering** (June 2011); GPA 3.9

City College of New York, New York, NY

*Dean’s List; Graduated Magna Cum Laude*

**Certifications and Organizations**

Journeyman Electrician State License; Associate Member, Institute of Electrical and Electronic Engineers; Associate Member, International Affiliation of Electrical Inspectors.