

# JEREMY FRITZ

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I am a highly self-motivated achiever with the ability to excel and learn quickly. I possess the desire to become a valued employee with a company where I can utilize my superior skills to enhance teamwork in a positive environment.

## EXPERIENCE

**MAY 2019 – CURRENT**

**FIELD TECHNICIAN, OFFERPAD**

I am responsible for completing initial walkthroughs and developing a scope of repair work to be done to property prior to going to market. I am part of a crew that completes the repairs required including but not limited to light plumbing, drywall repairs, fixture replacement, painting, etc. I also do walk through on previously repaired properties to ensure quality control.

**AUGUST 2018 – FEBRUARY 2019**

**SALES ASSOCIATE, SERVICE 1<sup>ST</sup> FIRE PROTECTION**

I cultivated new customers while maintaining relationships with current clientele. I responded to inquiries via phone, email and in person to offer services and quotes to ensure customer compliance with needed certifications. I developed and utilized customer logs with information vital to growth.

**AUGUST 2017 – AUGUST 2018**

**TECHNICIAN/SERVICE ADVISOR, BRIDGESTONE FIRESTONE**

I worked with customers to address vehicle conditions and make suggestions for repairs. I completed the agreed upon work including but not limited to oil changes, belt replacement, coolant flushes, etc. I served as back up service advisor for the office as needed.

**JULY 2012 – AUGUST 2017**

**TECHNICIAN, PEORIA UNIFIED SCHOOL DISTRICT**

As a technician, I completed inspections on the fleet of busses, noting repairs needed and operating condition. I received repair requests from bus operators and scheduled repairs including ordering needed parts. I completed a variety of repairs to ensure perfect operation of each bus as well as ability to pass annual inspections in accordance with state mandated laws.

**SEPTEMBER 2010 – MAY 2012**

**CARPENTER, ROYDEN CONSTRUCTION COMPANY**

As part of a crew, we built bridges and performed other heavy highway construction. My tasks included reading blueprints and completing work per plan. My scope included framing, heavy equipment operation and more.

**JANUARY 2005 – SEPTEMBER 2010**

**SUPERINTENDENT, L&M CONCRETE CUTTING**

As superintendent, I supervised both residential and commercial projects to ensure quality and efficiency. I interacted with clients and other trades to schedule durations.

## SKILLS - LICENSES

- )] CDL Class B with Air Brakes - Passenger Endorsement
- )] Mechanically Inclined
- )] Able to Operate Equipment
- )] Air and Hand Tools

- )] Strong Computer Skills
- )] Ethical and Hard Working
- )] Attention to Detail
- )] Fast Learner
- )] Multitasking