

Paul Phillips

Langley, BC
Canada
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Dear Sir/Madam,

I am a licensed Master Electrician (Ontario) with an Inter-Provincial Red Seal and an Instrumentation Mechanic, Red Seal, with over thirty-five years industry experience. I have my FMP (Facility Management Professional) credential and I am working towards a Bachelor of Technology Management Degree with an expected completion of 2021.

With my 3 years' experience as a facility manager, I am adept in Material Handling Equipment and Base Building, which include conveyance systems and PIT equipment.

Moreover, my on-the-job experience has afforded me a well-rounded skill set including first-rate time management and communication skills. My time spent in the oil field and LNG industry allowed me to hone my commissioning skills.

In addition to my experience and personal qualities, I have a solid educational foundation and am comfortable managing and reporting on single or multiple facilities and operations.

Please review my attached resume for additional details regarding my expertise and abilities.

I look forward to meeting you in person, so we can discuss any potential employment opportunities further.

Thank you for taking the time to look over my resume.

Best regards,

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Meticulous Facility Manager, dual ticketed Red Seal Electrician / Instrumentation Mechanic, FMP and Master Electrician. Experience handling multiple priorities, tight deadlines and working under pressure.

Achievements:

- Development of curriculum for Instrumentation/Electrical foundation program at Thompson Rivers University
- As a self-employed consultant, designed and programmed a high-speed packaging production line
- Designed and installed lighting set back system which saved \$50,000 in yearly hydro costs.

Amazon account:

- Implemented and set up EAM system for preventative maintenance and KPI accountability
- Managed 3 operating budgets totaling \$4M, keeping them all under expected yearly forecast.
- Developed JSA / SOP documents for all new equipment at the newly opened Amazon facility
- Negotiated on behalf of client, best price / service with over 20 contracting firms
- Wrote supplement Preventative Maintenance procedures for new equipment
- Designed and installed backup air compressor system for conveyance to mitigate production downtime
- Implemented maintenance procedure for tracing issues with PIT wire guidance system

01/2018 to Present Student
British Columbia Institute of Technology, BCIT

Working towards my technology management degree.

09/2015 to 12/2017 Facility Manager
JLL (Amazon Account)

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| <ul style="list-style-type: none"> • Responsible for performance of team of technicians to perform maintenance and repair on client equipment and facilities systems • Establish and maintain a safety-first culture by promoting and driving safe work practices • Drive performance as measured by client's Key Performance Indicators • Establish relationships with client Site Leads, to establish trust and credibility in the delivery of IFM services • Provide engineering guidance to Technicians as needed to ensure operations are aligned with portfolio goals and values • Develop and manage operating expense budgets for site including monthly variance reports • Manage subcontractors and suppliers to deliver goods and services against contracts and expectations | <ul style="list-style-type: none"> • Work with Regional Manager to oversee the delivery of maintenance and repair services • Provide a lead role in monitoring and increasing customer satisfaction • Act as point of contact with site occupants to coordinate FM activities and ensure client needs are met • Support the Regional Manager in the implementation of short and long-term projects for the client as requested • Assist in the development and implementation of the annual account plan as identified by the Account Director • Ensure compliance with JLL minimum operational audit and safety standards • Assist in the development and management of annual operating budgets • Import JLL best practices in the interest of exceeding client goals and expectations |
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05/2014 to 09/2015 Instrumentation Mechanic
Kentz / Studon

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| <ul style="list-style-type: none"> • Perform PLC serial checks between HVAC and DCS control • Perform PLC serial checks between Switch Gear and DCS control • Set up Prosoft, Devicenet and Controlnet communications between Allen- | <p>Bradley PLC and Delta V DCS</p> <ul style="list-style-type: none"> • Perform point to point verifications • New installation of tubing 1/4" – 1/2" • Installation of sensor controls including PIT, PDIT, Level controls, temperature controls and flow controls | <ul style="list-style-type: none"> • Participate in walk downs • Compile punch list items • Shoot loops and troubleshoot and repair as necessary • Complete B list items • Use of Fluke meters and Hart communicator |
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05/2013 to 05/2014 Lecturer
Thompson Rivers University

Heavily involved in curriculum development and improvement of the course and responsible for teaching the Electrical Industrial Instrumentation Foundation Program in the following topic areas:

- Allen-Bradley PLC
- Programming exercises using ControlLogix communication software
- 3-Phase Systems
- Valve Teardowns
- 3-Phase Motors
- Transformers
- Process Control Fundamentals
- Calibration
- Dead Weight Tester
- Instrumentation Electronics
- Electrical Code
- Conduit Bending
- Residential Wiring
- Meters

08/2011- 03/2013 Customer service / Technical Support
Ballard Power Systems

- Electrical/Mechanical repair, troubleshooting and commissioning of all fuel cell production equipment
- Allen-Bradley ControlLogix used for trouble shooting and monitoring processes including set up of TC's for Spray booths and test stations
- Calibration and set up of laser system for strapping machine, vision system for auto gluing system and development of written procedure
- Work with end customer providing technical assistance for product performance issues

03/2011 to 06/2011 Instrumentation Mechanic / Maintenance Electrician (shutdown Project)
Tembec Industries

- Responsible for the electrical repair and troubleshooting of all the production mill equipment, Debarker, vertical and horizontal cuts saws, conveyor systems, planers, stackers and drying Kilns
- Troubleshooting and program development of Siemens S5 PLC's and Allen Bradley PLC's

03/1997 to 03/2009 Maintenance Electrician (Team Lead)
General Motors

- Schedule and coordinate overtime, routine maintenance tasks and production downtime tasks for Stamping and Paint maintenance department
- Work experience in Resistance welding (Fanuc robots)
- Use of Maximo for Maintenance tasks
- Worked on the new Camaro line for the 2010 launch
- Involved with program setup of Fanuc Robotics 3D world orientation calibration
- Troubleshooting and commissioning of sealer robots and conveyor systems

**07/1996 to 03/1997 Maintenance Electrician / Self-Employed Consultant
Multi-Matic**

- Responsibilities included the maintenance and troubleshooting of high-speed assembly equipment in the automotive industry using Allen Bradley PLC's and PanelMate Interface.
- Designed and wrote programming for new high-speed packaging equipment using Allen-Bradley PLC's
- Trained electricians on basic programming skills for Allen Bradley PLC

**07/1992 to 08/1995 Maintenance Electrician / Instrumentation Technician
Kraft Canada**

- Programming and troubleshooting of high-speed packaging equipment and process equipment using Allen-Bradley PLC's and PanelMate
 - Programmed Texas Instrument 505 Series PLC'S with APT Programming language for product processing
 - Set up and maintained temperature control loops and PID loops for Aseptic Processing systems
- Set up, commissioning and troubleshooting of newly installed Siemens Servac aseptic production Line