

JESSICA CLAIRE

100 Montgomery St. 10th Floor ◆ (555) 432-1000 ◆ resumesample@example.com

PROFESSIONAL SUMMARY

Decisive electrical technician possessing troubleshooting, problem-solving and recordkeeping skills. Offering six years of electrical experience with customer care, inspecting and testing equipment and circuits to identify malfunctions or defects, using wiring schematics and testing devices such as a doble, and omicron electrical testing devices.

SKILLS

- Maintenance & Repair
- Detail-oriented
- Customer Service
- Good listening skills
- MS Office
- Critical thinking
- Team-building
- Written Communication
- Self-motivated professional
- Organization and Time management
- Electrical testing
- Renewable energy
- Doble-Transformer-testing
- Insulation Power Factor
- Electrical troubleshooting
- Omicron Protective Relay Testing
- OSHA protocols
- Leadership
- Customer loyalty

WORK HISTORY

Substation Foremen Electrician/P&C , 11/2021 - Current

UI – Austin, TX

- Constructed, tested and maintained substation relay and control systems.
- Opened and closed switches to isolate defective relays, performing adjustments or repairs.
- Tested insulators and bushings of equipment by inducing voltage across insulation, testing current and calculating insulation loss.
- Proved successful working within tight deadlines and fast-paced atmosphere.
- Wired/tested GE, and Siemens circuit breakers, CCVT's, SSVT,
- Resolved problems, improved operations and provided exceptional service.
- Check and verify schematics/prints for red lines.
- Bus/line differential relays, Functional Checks, Breaker Checks, Shorts & Grounds, Polarity testing, Primary/Secondary Injections.

Electrical Testing Technician , 07/2021 - Current

McCarthy Building Companies, Inc. – Red Oak, TX

- Performed mechanical troubleshooting to identify reliability issues with material.
- Studied project instructions and specifications, asking questions and addressing concerns before testing began.
- Ductor testing on vacuum starters, breakers, and motor starters
- VLF-AC Cable testing/ Megger testing/ Continuity testing
- Insulation power factor test (determine the dryness of windings)
- Doble transformer testing (detect winding, and bushing insulation)
- Interpreted schematics and blueprints to develop run lists and ring-out sheets for new assemblies.

Substation Electrician/Electrical Testing Tech., 11/2020 - 07/2021

Faith Technologies, Inc. – Cincinnati, OH

- Consulted manuals, schematics, wiring diagrams and engineering personnel to troubleshoot and solve equipment problems and determine optimum equipment functioning.
- Scheduled and supervised splicing or termination of cables.
- Repaired, replaced and cleaned equipment and components such as circuit breakers, ccvts, pts and commutators.
- Tested insulators and bushings of equipment by inducing voltage across insulation, testing current and calculating insulation loss.
- Constructed, tested and maintained substation relay and control systems.
- Opened and closed switches to isolate defective relays, performing adjustments or repairs.
- Actively listened to customers' requests, confirming full understanding before addressing concerns.
- Assisted in complete construction of control houses and substations.
- Terminating electrical equipment such as: auto-transfer-switches, disconnect panels of (ac/dc.)
- Tested and maintained substation relays and control systems.
- Wiring of fault clearing capabilities, relay upgrade such as bus-differential upgrades, and upgrades of system protection.
- Doble transformer testing (detect winding, and bushing insulation integrity)
- Insulation power factor test (determine the dryness of the windings. an d insulation system)
- Clean out breaker boxes, and test batteries while watching the readouts on. multimeter
- Polarity testing of inverters
- VLF testing of mv/hv/ehv cables
- Completed in-depth performance tests. of apparatus and systems. undergoing design optimization in simulated environments.

Solar Electrician, 05/2020 - 11/2020

Mortenson Construction – City, STATE

- Installed and wired electrical hardware, including transformers, junction boxes, service panels, electrical boxes, switches and circuit breakers.
- Planned layout and installation of electrical wiring, equipment and fixtures based on specifications and applicable code.
- Analyzed blueprints to diagnose potential electrical hazards and carry out risk assessments prior to starting new jobs.
- Inspected electrical systems, equipment and components to identify hazards, defects and repair requirements.
- Launched troubleshooting and tests on equipment post-installation to confirm compatibility and safety of electrical systems.
- Read and interpreted electrical, mechanical and architectural drawings and electrical code specifications for wiring layouts.
- Lead medium-voltage terminator over substations, inverter, and junction boxes.
- MV terminator of raychem/3m cold/heat shrink terminations 500-1250 cables.
- Polarity/I-V curve solar test.

Electrical Apprentice, 06/2017 - 05/2020

Cherry Electric – City, STATE

- Handled installation of electrical components by splicing, joining and connecting wire.
- Pulled EMT and PVC conduit wire according to plans and code requirements.
- Terminated wiring and connected circuits with correct techniques.
- Evaluated and initiated repair work on various electrical equipment such as light fixtures, controls, switches, relays and circuit breaker panels.
- Installed safety and distribution components for electrical systems, such as switches, resistors and circuit-breaker panels.
- Checked compatibility and safety of newly installed electrical systems and launched inspections and tests to confirm functionality.

EDUCATION

High School Diploma: 05/2020

Childress High School - Childress, TX

CERTIFICATIONS

- Osha 10/Osha 30 Construction Safety and Health
- Certified Wind Climber
- SafeLandUSA
- H2S Clear

ADDITIONAL INFORMATION

References

MIKE BALLARD, MORTENSON CONSTRUCTION (MASTER ELECTRICIAN & ELECTRICAL SUPERINTENDENT) - (817) 532-7954

BRENT MARVIN, SIGNAL ENERGY CONSTRUCTORS (MASTER ELECTRICIAN & ELECTRICAL SUPERINTENDENT) - (436) 364-9680

MARIO HERNADEZ, SIGNAL ENERGY CONSTRUCTORS , (SUBSTATION SUPERINTENDENT) - (325) 642-1159

DIEGO FEO-MENDEZ, TRC (COMMISSIONING ENGINEER.) - (337) 377-1073