# **Charles E. Clare**

**401 S. Emporia 316-265-5211 ext. 208**

Wichita, KS 67202 **wwrf.cclare@outlook.com**

SUMMARY OF QUALIFICATIONS

* Extremely hard working and enjoys taking on new challenges
* Forklift operator experience
* Ambitious and energetic employee
* Self-motivated and diligent worker
* Very punctual with a strong work ethic
* Willing to accept any overtime opportunities
* Great attention to detail
* Comfortable working alone or in a team environment

PROFESSIONAL SKILLS

* CONSTRUCTION
  + Commercial Roofing
  + Brick and Block Masonry
  + Drywall and Finishing
  + Hand, Pneumatic and Power Tools
  + Basic carpentry skills
* JANITORIAL
  + High and Low Speed Floor Buffers
  + Commercial Cleaning Chemicals
  + Floors, Windows, Bathrooms and Kitchens
  + Trash Removal and General Cleanup
  + Dust and Wet Mopping

CONSTRUCTION WORK EXPERIENCE

* State of Kansas Masonry Worker Ellsworth, KS 2016
* Installed block and brick to create wall and other masonry structures for state owned property
* Hauled materials and mixed mortar as needed
* Hung ceiling grid and installed ceiling tiles in office and dormitories

* Drywall Systems Finisher/Laborer Wichita, KS 2013
* Hung drywall panels for walls and ceilings including making rough in cuts for outlets and other mechanical systems
* Mudded and taped seams, installed corner bead and performed other finish work to prepare surfaces for paint
* Buckley Roofing Laborer Wichita, KS 2011 – 2012
* Assisted in installing TPO and EPDM commercial products on large industrial buildings
* Able to seam weld and install flashing material as needed to ensure a watertight envelope

JANITORAL WORK EXPERIENCE

* State of Kansas Floor Tech/Janitor Norton, KS 2014 – 2015
* Operated a variety of high and low speed commercial buffers and polishers to maintain hard surface flooring
* Used professional polishes and waxes as needed to bring out the shine and luster of flooring in commercial buildings
* State of Kansas Floor Tech/Janitor Ellsworth, KS 2007 – 2011
* Cleaned wall, floors, bathrooms and other areas of state owned office buildings
* Removed trash, used commercial cleaning agents and other janitorial tools as the job required

EDUCATION & CERTIFICATIONS

* Green Bush Education NCCER Certification Norton, KS 2006 – 2007
* Basic Safety
* Intro to Construction Math
* Intro to Hand Tools
* Intro to Power Tools
* Intro to Construction Drawings
* Basic Communication Skills
* Basic Employability Skills
* Intro to Materials Handling
* State of Kansas Food Service VoTech Hutchinson, KS 1993 – 1994