Justin Dreiling

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**SUMMARY OF QUALIFICATIONS**

* Extremely hard working and enjoys taking on new challenges
* Ambitious and energetic employee
* Self-motivated and diligent worker
* Very punctual with a strong work ethic
* Great attention to detail
* Eager and willing to accept any overtime opportunities available
* Excellent problem solving skills
* Comfortable working alone or in a team environment

**PROFESSIONAL SKILLS**

**HVAC**

* Supervised the creation of duct work out of sheet metal and insulation
* Accurately labeled duct work and assembled on the job site
* Read blueprints and hung the duct work following the specifications of the plan
* Applied iron grip to the duct work upon completion
* Measured, cut, and hung ceiling tiles for the building

**Event Preparation**

* Assisted with public functions by running a sound board, operating the projection system, and creating visual effects and advertisements as well as public speaking
* Interacted with the public and clients while continually exceeding their needs and providing excellent customer service
* Kept and reported accurate records of attendance, addresses, sports statistics, rosters and library logs

**EMPLOYMENT HISTORY**

* **State of Kansas Construction Worker Hutchinson, KS 2016**
  + Built and maintained buildings on state owned property
  + Maintained records for tools and other inventory items that the team used for construction projects
* **Spiritual Life Center Praise Team Leader El Dorado, KS 2015 – 2016**
  + Set up and maintained audio and sound equipment
  + Led congregation in praise and worship for various church events
* **NCF - Recreation Dept. Activities Norton, KS 2012 – 2014**
  + Kept books and records for many sporting events and other activities
  + Organized and officiated various sporting leagues

* **NCF- Chapel Clerk Norton, KS 2011 – 2012**
  + Helped keep digital and paper records for church attendance and activities
  + Assisted church members in finding and checking out books from the chapel library
* **Central Mechanical Wichita HVAC Apprentice Wichita, KS 2010 – 2011**
  + Stocked and assembled sheet metal ducting
  + Worked in the field hanging duct work and installing heating and air units