

## **Todd Thompson**

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### **Education**

*Associate of Science, Dawson Community College*

May 1996

*Electrical Apprenticeship, North Dakota State College of Science*

May 2000

### **Skills and Abilities**

- Good working relation with local contractors
- Ability to troubleshoot electrical, plumbing, and HVAC issues
- Strong knowledge of general construction and building maintenance
- Worked in conjunction with local landscaper performing general grounds maintenance, lawn upkeep, snow removal, planting trees and shrubs, and concrete projects
- Knowledge of scheduled maintenance of vehicles as well as other equipment
- Excellent communication skills with the ability to lead group discussions, gather appropriate information, speak effectively, and provide well thought out solutions
- Maintained inventory and ordered supplies for a variety of jobs
- Knowledge of project plan development including: budgeting, inventory, supplies, and equipment needed to complete projects
- Strong management skills including providing leadership, setting goals, and delegating duties to complete jobs in a timely manner

### **Experience**

**Dawson Community College, Physical Plant Director**

July 2019-Present

-Supervise employees to clean and maintain all aspects of the colleges campus, order supplies for maintenance and custodial departments, work with the director of business operations on budget, organize and coordinate jobs with contractors for all work to be done on campus.

**Dawson Community College, Interim Physical Plant Director**

October 2018-July 2019

-Supervise employees to clean and maintain all aspects of the college campus, order supplies for maintenance and custodial departments, work with the director of business operations on budget, organize and coordinate jobs with contractors for all work to be done on campus.

**Dawson Community College, Maintenance Engineer**

May 2018-October 2018

-Maintained and repaired all aspects of the colleges buildings and grounds.

**RT Electric, Electrician**

1996-May 2018

-Worked in conjunction with master electrician on various electrical jobs. Assisted in the planning and projected budgeting of materials needed to complete project estimates. Extensive knowledge of electrical maintenance, repair, and regulations.

Triple T Meats, Skinner

2010-2018

-Recruited, trained, supervised, scheduled, and worked along staff to help with processing of wild game during hunting season.