

Stephen Meyer

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An accomplished Facility Manager with more than 15 years of strong, leadership skills in Team Building, TQM, Communications, Budget and Finance, Project Management, Capital Improvements, Regulatory Compliance, Safety/Security, Customer Service, Plant Operations, and Building Codes

- **Management:** Strong behavioral style of management. Flexible, Team Builder, Good Communication skills. Open door policy. Detail oriented, Task driven. Self motivated
- **Planning/Organization:** Strong skills as demonstrated with construction projects and various licensing agencies. Peak achiever
- **Operations/Construction:** Highly experienced in staff utilization, preventative maintenance, equipment replacement and repair, support systems, utility distribution systems, emergency management, internal data systems, safety management and regulatory compliance for the various building codes and environmental laws.
- Recent Projects Include:

Radiation Vault rebuild
\$100,000

HVAC DDC Controls
\$175,000

Lightning Suppressions System
\$65,000

Cooling Tower
\$65,000

Infusion Suite and Pharmacy \$350,000

Data Center \$275,000

Redundant/Emergency HVAC \$100,000

Various other projects totally over \$2 million

EXPERIENCE:

Facility Manager---Family Services Association, San Antonio, TX. 2009-Present
Facility Management of 27 Head start pre-K schools for 2700 children with the City of San Antonio Federal Headstart Program, and three locations for Family Service corporate and auxiliary locations for serving state and city programs for wellness and community improvement. Duties include HVAC, Grounds Care, Playground inspection and maintenance, Janitorial services, repair, equipment replacement and Federal QA program, procurement, distribution.

Instructor---Alamo Certified Food Manager Training 2007-Present
Proctor and trainer (My company) for the required State of Texas Certified Food Manager licensing for licensed Food operations in the City of San Antonio and Bexar County.

Inspector ----Meyer Inspection Services, San Antonio, TX 2006-Present
Perform state required architectural review of construction projects for adherence to the American Disability Act, EIFS 3rd party inspections, Playground Safety Inspector, Texas Real Estate Professional Inspector, Texas Residential Construction Commission-Inspector.

Facility Manager ----Cancer Therapy and Research Center, San Antonio, TX 2002-2006
Management of three buildings (500,000 sq ft) for the treatment of cancer, research and medical protocol. Developed in-house construction team of electricians, fiber optic-data installers, finishing, cabinetry building. Developed HVAC department to reduce outside contractor cost. Implemented PM program for maintenance and housekeeping.

Executive Director ----Our Lady of the Lake Retirement Center, San Antonio, TX 2000-2002
Provided management expertise for a religious retirement center with an assisted living, skilled nursing and independent living for retired nuns. Approximately 200 residents. (Sisters of Divine Providence.)

Support Service Director----Metropolitan Methodist Hospital, Northeast Methodist Hospital 1997-2000

Directed several departments at two hospitals located in different markets of San Antonio 17 miles apart. Facility Engineering, Construction, Dietary, Housekeeping, Grounds, Medical Office Building Management and Leasing.

Support Service Director----Southwest General Hospital, San Antonio, TX 1994-1997

Directed several departments of a 297 bed, acute care hospital. Facility Engineering, Construction, Dietary, Housekeeping, Security, Grounds, Bio-medical Engineering and held position of Safety Officer.

Previous Management positions in early part of career,

EDUCATION:

Accumulated 110 hours of various college level courses in business, healthcare management, heating and air conditioning.

LICENSE:

Texas Department of Licensing and Regulations (TDLR)

Registered Accessibility Specialist #1078

Texas Real Estate Commission

Professional Inspector #9340

EPA Lead Paint Renovator

Certified Playground Safety Inspector (NPSI)

EIFS 3rd Party Inspector (AWCI)