

## **FUNCTIONAL SKILL AREAS**

Community Environmental/Sustainability Liaison for Campus

## **WORK EXPERIENCE**

Began working in 1976 by enlisting in the United States Air Force

## **EMPLOYMENT HISTORY**

Environmental/Sustainability Manager

2004 to Present

- Keep accurate and up to date employee records.
- Effectively manage employees to ensure routine work is up to standards.
- Perform training sessions to ensure proper cleaning techniques are being implemented.
- Inspect all areas daily and correct any issues that may be found.
- Attend all mandatory training, as well as some that is not required.
- Keep a line of communication between all shifts.
- Order supplies and issue them in a cost effective way.
- Communicate and hold monthly meeting with supervisors.
- Schedule vacation and personal day request where it does not interfere with daily operations.
- Report any unsafe equipment to proper department.
- Create, generate and distribute work orders to proper personnel.
- Document and maintain all pertinent information.
- Troubleshoot and follow-up any complaints.
- Work together as a team with any shift if necessary.
- Always conduct oneself in a professional manner at all time and to present a positive image for oneself and HCC.
- Perform all duties to provide a clean, safe and healthy environment for students, staff, and visitors of HCC.
- Attend any sustainability training, seminars and conferences.

- Order necessary supplies, equipment and cleaning chemicals for department.
- Ensure Supervisors and Staff are trained in the latest technology when it comes to viral and biological hazards that affect the environment to keep them safe and the individuals who attend, study, work and visit Howard Community College, as well as continued implementation of green building practices in every campus building.
- Keep morale up for the department by providing the tools to keep them safe so we are a cohesive unit.

### **Personal Accomplishments**

- Member of the Green Team at Howard Community College
- Able to bring 100% Green Cleaning to the campus as well as supplies, chemicals and cleaning equipment. First campus to have a Green Disinfectant. Which has prevented employees from being sick due to exposure of harsh chemicals, as well as students and staff.
- Responsible for bringing technology and protection treatments against COVID here on campus at HCC.
- Maintaining LEED standards in campus buildings that are certified LEED.
- First to bring raised bed edible gardens to campus to give back to college community during harvest and now the gardens are used in the Culinary Arts Program for the students here at HCC.
- I have participated in Greenfest since it started using HCC for its event as well as Recyclemania since its inception.
- I am a staunch advocate for Climate Change and have lobbied for the cause.

## **PERSONAL BUSINESS VENTURES**

My Sweets and More  
Owner/Sole Proprietor  
2004 to Present

- Owner of Southern Cooking, Vegetarian and Homemade Baked Goods
- On call staff of 4 (depending on event size)
- Catering for 500 and under

**DETMIK Janitorial Services**  
**Owner/Sole Proprietor**  
**2011 to Present**

- **Providing Green/Sustainable Chemicals, Equipment and Supplies**
- **Providing Chemicals, Equipment and Supplies**
- **Provide Cleaning Services**

## **EDUCATION AND TRAINING**

Howard Community College – Obtaining certification in Environmental Management and LEED Core Concepts and Strategies Certification

Community College of Air Force – Received my military job training which was Administration and continuing education pertaining to the job.

Gulf Coast Community College – Associate Degree in Secretarial Sciences

Training: Microsoft Office 365, Excel, Power Point, Adobe Acrobat Professional

Certifications: Serv Safe Food Safety, COVID 19 Contact Tracing JHU

## **PERSONAL**

Currently a participant in the Emerge Maryland Class of 2022