

# *Kelvin Davall*

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## **VOLUNTEER EXPERIENCE**

***HOA President  
Regency Meadows Homeowners Association***

***October 2015 – PRESENT***

### Accomplishments:

- Reduced the amount of delinquencies from 163K to 53K
- Successfully led the effort to cease the building of an extended stay motel that would be located directly next to our community by working with other community leaders, county council and law enforcement.

### Responsibilities:

- Lead and conduct all community and Board of Directors meetings
- Establish agenda and present additional documentation for all meetings
- Establish forecast meetings to strategize for the future of the community
- Review all financials to evaluate the budget and ensure the community is operating accordingly
- Preside and resolve disputes petitioned by homeowners who seek to hold hearings
- Review, amend if needed, and enforce contracts and other legal documentation pertaining to the HOA
- Establish architectural and social committees and maintain a working relationship with vendors.

## **EDUCATION/COMMUNITY:**

- **Certificate**, Prince George's County Citizen Police Academy, 12-week course
- **Chair**, Prince George's County Citizens Complaint Oversight Panel

## **PROFESSIONAL EXPERIENCE**

***Computer Engineer III  
Hewlett Packard Inc. LLC, Washington, District of Columbia***

***April 2000 - PRESENT***

- Converse with customers to determine details of equipment problems.
- Reassemble machines after making repairs or replacing parts.
- Travel to customers' offices to service machines or to provide emergency repair service.
- Advise customers concerning equipment operation, maintenance, or programming.
- Test new systems to ensure that they are in working order.
- Maintain records of equipment maintenance work or repairs.
- Update existing equipment, performing tasks such as installing updated circuit boards or additional memory.

***Computer Technician  
Inacom Information Systems, Beltsville, Maryland***

***February 1995 to March 2000***

- Install and configure new equipment, including operating software or peripheral equipment.
- Travel to customers' offices to service desktops, laptops, printers and provide emergency repair service. Reassemble machines after making repairs or replacing parts.
- Provide hardware support to multiple companies in DC, MD and VA.

## **CERTIFICATION:**

- CompTIA A+ Certification
- HP Printer Certification
- HP Server Certification
- HP Laptop Certification