

NAME

TITLE

000-000-0000 / EMAIL / CITY, STATE, ZIP

Profile

HVAC technician with three years of experience maintaining, repairing, and assisting in installing HVAC systems is seeking a position within an organization that allows them to showcase their skills, work with HVAC systems, and further their career.

Experience

HVAC Technician - Red Truck HVAC Company / Location

MONTH YEAR - Present

- Conducts HVAC repairs promptly to ensure customers were comfortable in their homes or office.
- Performs regularly scheduled maintenance on residential HVAC systems.
- Works with HVAC engineers and installers to install new HVAC systems on residential and commercial properties.
- Meets with experienced HVAC technicians to learn about industry trends and the latest repair methods.
- Helps customers make replacement and installation decisions to ensure they get the correct service and products.

HVAC Apprentice - Red Truck HVAC Company / Location

MONTH YEAR – MONTH YEAR

- Completed 2,000 hours of on-the-job HVAC training under the supervision of HVAC professionals.
- Assisted in repairing, maintaining, and installing HVAC systems on residential properties.
- Consulted with senior HVAC technicians on appropriate repairs based on building codes and regulations.
- Assessed HVAC systems for required maintenance before performing any services.
- Completed regular tests and tasks assigned by the mentor to ensure the training was going smoothly and preparing for an independent career.

Project Experience

- Volunteered Maintenance Services: Conducted simple maintenance on neighbors' homes on a volunteer basis. Duties in this volunteer activity involved assessing maintenance needs, locating the right parts, and repairing things accordingly.
- HVAC Training: Helped educate HVAC apprentices on a volunteer basis once a month.

Education

Associate's Degree in HVAC - Georgia State College

MONTH YEAR

- GPA: LIST
- AWARD
- AWARD

High School Diploma - West Atlanta High School

MONTH YEAR

- GPA: LIST
- AWARD
- AWARD

Skills

Expertise

- Building code and regulation knowledge
- Interpersonal skills
- HVAC repair and maintenance
- Teamwork
- Time management skills

Licenses & Accreditations

Licenses & Accreditations

- HVAC Excellence Certification
- OSHA Certified