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EXPERTISE SKILLS

- HVAC repair
- Customer service
- Diagnostics
- Preventative maintenance
- Technical skills
- Team collaboration

LANGUAGES

- English
- Spanish
- French

CERTIFICATION

- Diploma in HVAC Technology, Local Community College, 2012

REFERENCES

John Smith

Senior Manager, Tech Corp
john.smith@email.com

Sarah Johnson

Director, Innovation Labs
sarah.j@email.com

Michael Brown

VP Engineering, Solutions Inc
mbrown@email.com

MICHAEL ANDERSON

HVAC TECHNICIAN

Proficient HVAC Mechanic with a robust background in troubleshooting and repairing HVAC systems across various settings. Over 8 years of experience in both residential and commercial sectors, showcasing a diverse skill set in system diagnostics, installation, and maintenance. Adept at utilizing advanced tools and technologies to enhance HVAC performance and efficiency, while ensuring compliance with safety regulations.

PROFESSIONAL EXPERIENCE

Citywide HVAC Services

Mar 2018 - Present

HVAC Technician

- Installed and repaired residential HVAC systems, achieving a high rate of customer satisfaction.
- Conducted comprehensive system diagnostics to identify and resolve issues promptly.
- Utilized hand tools and diagnostic equipment to perform maintenance and repairs.
- Maintained accurate records of service calls and repairs performed for client tracking.
- Provided recommendations for energy-saving upgrades to enhance system performance.
- Participated in ongoing training to keep up with industry advancements.

Comfort Zone HVAC

Dec 2015 - Jan 2018

HVAC Apprentice

- Assisted senior technicians in the installation and maintenance of HVAC systems.
- Learned to troubleshoot various HVAC equipment under supervision.
- Gained hands-on experience with tools and safety protocols in the field.
- Supported the team in performing routine preventative maintenance tasks.
- Contributed to customer service efforts by responding to client inquiries.
- Participated in training sessions to enhance technical knowledge and skills.

ACHIEVEMENTS

- Achieved top technician status in 2019 for outstanding performance and client feedback.
- Successfully completed over 200 service calls in a year with a 99% satisfaction rate.
- Received recognition for implementing an efficient scheduling system that improved response times.