
HVAC Helper Resume

Job Objective

Seeking a HVAC Helper position in a reputed firm utilizing my strong skills and extensive experience.

Highlights of Qualifications:

- Hands-on experience in administering various activities within a warehouse
 - Immense knowledge of air conditioning and heating equipments
 - Thorough knowledge of ventilation systems and its working
 - Ability to maintain attendance record for workers
 - Ability to provide on the job training to technicians as per requirement
 - Familiarity of working in extreme weather conditions
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Professional Experience:

HVAC Helper
MCC Group, L.L.C., Darien, NY
August 2012 – Present

Responsibilities:

- Provided technical support for maintenance and repair of equipments.
 - Coordinated with technicians and provided supplies as per requirement.
 - Monitored company vehicles and washed them on weekly basis.
 - Ensured and maintained cleanliness of warehouse area.
 - Assisted technicians to provide replacements for cooling and heating equipments.
 - Provided expert services to customers for maintenance and repair issues.
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HVAC Helper
Kelly's Heating & Air Conditioning Inc, Darien, NY
May 2009 – July 2012

Responsibilities:

- Monitored various HVAC equipments and ensured smooth functioning.
 - Installed HVAC systems in both commercial and residential environment.
 - Provided attention to detail and performed work on HVAC equipments.
 - Coordinated with workers and supervisors for maintenance and repair work.
 - Participated in meetings and training programs for HVAC programs.
 - Ensured compliance to OSHA standards and safety regulations.
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Education:

Associate Degree in HVAC
Pima Community College, Tucson, AZ

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