**JOHN D. STUDENT**

(785) 000-0000 123 Success Street

johnstudent@manhattantech.edu Manhattan, Kansas 66502

# OBJECTIVE:

# Employment as an Air Conditioning and Refrigeration Technician.

# EDUCATION:

# Manhattan Area Technical College - Manhattan, Kansas 20XX

# Air Conditioning and Refrigeration Program

# Technical Certificate or Associate of Applied Science Degree - May 20XX

**Major Courses:**

* HVAC Fundamentals
* Electrical Fundamentals
* Heating System Fundamentals
* Blueprint Design
* Controls and Motors
* Commercial Refrigeration
* Workplace Skills

**Certifications:**

* OSHA 10
* EPA 608 Universal

Hutchinson Community College - Hutchinson, Kansas 20XX-20XX

General Studies - 6 credit hours

Marysville High School - Marysville, Kansas - Diploma 20XX

**EMPLOYMENT:**

**Central Mechanical Construction -** Manhattan, Kansas (January 20XX - May 20XX)

*Occupational Work Experience* - Observed and completed entry level HVAC tasks.

**Bob’s Texaco -** Manhattan, Kansas (July 20XX - Present)

*Service Technician* - Provide customer service at gas pumps, assist with vehicle maintenance, change oil, fix tires.

**Pizza Hut -** Marysville, Kansas (September 20XX - May 20XX)

*Crew Member* - Prepared pizzas, made deliveries, assisted with cleanup and closing.

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**REFERENCES**

Mr. Allen Sangwin, Instructor

Air Conditioning and Refrigeration Program

Manhattan Area Technical College

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Manhattan, Kansas 66503

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Mr./Ms. Full Name, Title

Name of company or school

Address

City, State Zip

Phone:

email

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