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| Jane Smith | | |
| Summary  Skilled HVAC Technician with over 5 years of experience in commercial and residential HVAC systems. Proven ability to perform installations, repairs, and maintenance while ensuring high levels of customer satisfaction.  Work Experience  **HVAC Technician Mar 2020 – Present**  Cool Air Solutions Chicago, IL   * Managed installation and maintenance of HVAC systems for over 100 clients, achieving a 95% customer satisfaction rate. * Reduced service call response time by 20% through efficient scheduling and routing.   **HVAC Installer Jan 2018 – Feb 2020**  Heatwave Services Chicago, IL   * Installed heating and cooling systems in commercial buildings, adhering to all safety and regulatory standards. * Trained new technicians on installation procedures and best practices.   Education Associate Degree: HVAC Technology Jan 2017 *Chicago Community College**Chicago, IL*  certifications   * NATE Certification – North American Technician Excellence – 2019 | Contact  (987) 654-3210  jane.smith@example.com  Chicago, IL 60601  Skills  System Installation  HVAC Troubleshooting  Energy Efficiency  Project Management  Customer Relations  Refrigeration Systems  Ductwork Design  Technical Documentation  Regulatory Compliance  Team Leadership |