Jordan Ellis

HVAC APPRENTICE

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SUMMARY

HVAC Apprentice in year 2 of a 4-year apprenticeship, with 16 months on residential and light commercial service and install crews in Pittsburgh. Brings mechanical aptitude, basic electrical and brazing skills, an EPA 608 card and a strong work ethic, and follows lead technicians' instructions closely on every job.

SKILLS

Mechanical Aptitude • Basic Electrical • Brazing • Ductwork • Preventative Maintenance • Hand and Power Tools Multimeter • HVAC Systems • Strong Work Ethic • Willingness to Learn

EXPERIENCE

HVAC Apprentice

06/2025 - Present

Three Rivers Heating & Cooling

Pittsburgh, PA

Work alongside service and install technicians while attending apprenticeship classes at night.

- Assisted on **300+** service, maintenance and install calls with 4 lead technicians, mostly gas furnaces and heat pumps.
- Cleaned coils, drains and burners on 6 to 8 preventative maintenance visits a day during spring and fall tune-up seasons.
- Cut and connected ductwork, line sets and condensate lines with hand and power tools on 40 replacement installs.
- Tested voltage and amperage with a multimeter, logging readings on every work order for the lead to review.

Counter Associate

09/2023 - 05/2025

Allegheny Plumbing & HVAC Supply

Pittsburgh, PA

Part-time counter and warehouse work at an HVAC and plumbing supply house.

- Pulled and staged 80+ contractor orders a day for furnaces, fittings, filters and refrigerant cylinders.
- Answered parts questions from 40 contractors a shift, learning model numbers and the most common repair parts.
- Counted refrigerant cylinders and copper stock every week, keeping inventory records 99% accurate.
- Loaded equipment into contractor trucks by forklift, with no damage claims in 20 months on the counter.

EDUCATION

High School Diploma

06/2023

Brashear High School

Pittsburgh, PA

CERTIFICATES

EPA Section 608 Universal Certification

U.S. Environmental Protection Agency

09/2025

OSHA 10-Hour Construction

Community College of Allegheny County

07/2025