

Roman Khoom

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SUMMARY

Dependable and detail-oriented HVAC Install Helper with experience supporting residential and commercial HVAC installation projects. Focused on providing reliable support to installation teams by preparing tools, equipment, and supplies, assisting with installations, and keeping job sites organized and safe. Experienced in warehouse operations, material handling, supply management, and window air conditioning installation, with a strong commitment to quality work, teamwork, safety, and customer service.

EXPERIENCE

HVAC Install Helper

SuperTech HVAC Services, Timonium, MD | 05/2026 – 08/2026

- Assisted the installation team with installing HVAC units in residential and commercial properties.
- Gathered and prepared tools, equipment, and supplies needed for each installation.
- Transported additional equipment, parts, and supplies from the warehouse or Home Depot to job sites as needed.
- Assisted with installing window air conditioning units in residential homes.
- Filled and organized rolling kits at the warehouse to keep installation teams prepared for daily jobs.
- Monitored warehouse supplies and notify management when items are running low or need to be reordered.
- Organized the warehouse and properly store materials received from deliveries.
- Picked up parts and assist with warranty claims.
- Cleaned and organized job sites after installations and return tools and equipment to the company truck.
- Assisted at job sites by setting up ladders for inspectors.

Maintenance Technician Assistant

Kettler, Columbia, MD \ 11/2025 – 05/2026

- Responsible for daily maintenance of residential buildings and surrounding grounds, including general upkeep and snow removal.
- Performs troubleshooting and repair of HVAC systems, including air conditioning units, thermostats, air filters, and condensate line issues.
- Repairs water heaters by replacing heating elements and addressing performance issues.
- Completes plumbing repairs such as unclogging sinks, tubs, and dishwashers, as well as installing faucets and garbage disposals.
- Installs and services residential appliances including washers, dryers, refrigerators, and ovens.
- Performs basic electrical and lighting maintenance, including replacing bulbs, resolving outages, assisting with lockouts, and completing minor repairs such as caulking.
- Responds to variety of emergency maintenance requests, including water leaks, to ensure resident safety and prevent property damage.

Environmental Services Technician

Howard Community College, Columbia, MD \ 02/2017 – 11/2025

- Maintained cleanliness and sanitation of classrooms, offices, and common areas to ensure a safe and professional environment.
- Followed established sanitation procedures and safety standards to maintain compliance.
- Managed inventory and restocked cleaning and restroom supplies as needed.
- Assisted with snow removal operations to ensure safe and accessible campus conditions during inclement weather.

EDUCATION

Apprentice Program, Heating & Air Conditioning Contractor

Howard Community College (HACC MD), Columbia, MD \ Anticipate Graduation Date: 12/2028

High School Diploma

Howard Community College, Columbia, MD \ 03/2022

EPA CERTIFICATIONS

- Type I
- Type II
- Universal