



Sanjay Rubio

Junior HVAC Systems Engineer

📞 (256) 555-7314 ✉️ sanjay.rubio@example.com

🌐 linkedin.com/example/sanjayrubio 📍 Huntsville, AL 35801

STRENGTHS

- ♥️ **Technical documentation**
Turned field findings, specifications, and equipment data into clear packages that gave reviewers confidence in project decisions.
- 💬 **Customer communication**
Asked focused questions about access and outage needs. Facility contacts received practical answers they could act on.
- 👥 **Cross functional coordination**
Connected mechanical, electrical, controls, architectural, and maintenance contributors when project details needed alignment.
- 🔍 **Field verification**
Site walks exposed conditions drawings missed. Recorded accurate updates that helped installation teams avoid preventable surprises.
- 🚀 **Safe facility support**
Kept reliability and safety visible during startup, replacement, and turnover work, earning trust from operations partners.

SKILLS

- HVAC systems
- Facility engineering
 - Mechanical specifications
 - Technical packages
 - Project documentation
 - Installation coordination
 - Operations support
 - Maintenance planning
 - Customer interface
- Field verification
- Safety
- Reliability
- Equipment documentation

SUMMARY

Junior Mechanical Engineer with three years of **full time** experience supporting HVAC and facility mechanical systems in technical environments where reliability, safety, and complete engineering documentation guide project delivery. Develops **mechanical specifications**, equipment schedules, calculation packages, drawing markups, **technical packages**, and project records for senior review. Supports HVAC planning, equipment replacement, system modification, installation coordination, startup, operations, maintenance planning, and documentation turnover. Communicates directly with facility customers about operating needs, access constraints, outage windows, and technical questions. Coordinates mechanical requirements with electrical, controls, architectural, vendor, and maintenance contributors. Field verification and practical **mechanical engineering judgment** support safe execution across laboratory, research, institutional, and commercial facilities. Ready to contribute clear documentation, dependable coordination, and customer focused engineering support within a demanding facilities environment.

EXPERIENCE

Junior Mechanical Engineer

Summit Research Facilities 📅 July 2025 - Present 📍 Huntsville, AL

Supports HVAC modification and replacement work across laboratory and technical facilities, coordinating documentation, customer needs, field activities, and operational turnover. Provides junior level mechanical engineering judgment while connecting design requirements with safe installation and reliable facility operations.

- Verified laboratory conditions and converted field findings into accurate **HVAC drawing markups**.
- Developed mechanical specifications and **equipment schedules** for senior engineering review.
- Assembled **calculation packages** and coordinated complete technical packages across facility disciplines.
- Clarified customer **operating needs, access constraints**, and outage windows during project planning.
- Resolved installation questions through design document reviews and documented technical decisions.
- Supported startup activities and transferred maintenance documentation to facility operations teams.

Mechanical Engineering Technician

Blue Ridge Building Systems 📅 September 2023 - June 2025 📍 Decatur, AL

Supported commercial HVAC **planning** and installation packages through **field verification**, equipment comparison, vendor coordination, project record control, and closeout preparation. Connected drawings, specifications, equipment data, and field notes so installation teams and facility stakeholders could act with current information.

- Prepared **HVAC** installation packages using equipment data, drawings, specifications, and field notes.
- Verified existing mechanical conditions during site walks and updated project drawings accurately.
- Compared equipment capacity, service requirements, dimensions, and manufacturer documentation for selection reviews.
- Coordinated vendor submittal questions and maintained current **project records** for technical teams.
- Tracked **installation** milestones and open technical items across multiple facility projects.
- Compiled closeout records, equipment manuals, and maintenance information for customer **turnover**.

Technical communication

Mechanical engineering

LANGUAGES

English Native

Spanish Proficient

MY CAREER



● Junior Mechanical Engineer
at Summit Research Facilities
(1.2 Years)

● Mechanical Engineering
Technician at Blue Ridge
Building Systems (1.8 Years)

PROJECTS

Laboratory HVAC Replacement Package 📅 2025

A field discrepancy threatened a clean equipment replacement. Verified existing conditions, organized specifications, and coordinated drawing updates that supported installation planning, startup, and reliable maintenance turnover.

Commercial Facility Equipment Comparison 📅 2024

Selection discussions stalled around competing equipment data. Compared capacity, dimensions, service needs, and manufacturer records, giving project contributors a clear basis for review.

LEADERSHIP & AWARDS

- Recognized by senior engineers for clear HVAC documentation and dependable technical package support.
- Selected to coordinate field questions, vendor records, and closeout materials across active facility projects.
- Trusted by facility teams to clarify operating needs and document practical installation resolutions.

EDUCATION

Bachelor's Degree in Mechanical Engineering

University of Alabama in Huntsville 🎓 GPA: 3.5 📅 2023 📍 Huntsville, AL

Coursework: Thermodynamics, Fluid Mechanics, Heat Transfer, Mechanical Design

CERTIFICATIONS

- Engineer Intern Development Seminar 📅 2024
- Mechanical Engineering Degree Completion 📅 2023

TECHNICAL SKILLS

- **HVAC Systems:** HVAC equipment, system modifications, equipment replacement
- **Mechanical Documentation:** Mechanical specifications, equipment schedules, drawing markups
- **Technical Packages:** Calculation packages, technical documentation, project records
- **Facility Operations:** Startup support, operations support, maintenance planning
- **Installation Support:** Installation coordination, field verification, turnover documentation
- **Equipment Analysis:** Capacity comparison, service requirements, manufacturer documentation
- **Project Controls:** Installation milestones, open technical items, closeout records
- **Customer Systems:** Customer interface, operating needs, outage windows
- **Engineering Coordination:** Electrical coordination, controls coordination, architectural coordination
- **Safety And Reliability:** Safety practices, equipment reliability, maintenance information

PROFESSIONAL AFFILIATIONS

- Alabama Engineering Center, participant in Engineer Intern Development Seminar activities.
- University of Alabama in Huntsville, Mechanical Engineering alumni community.

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST