

DAN MEEKHOF

6111 Clyde Park SW, Byron Center, MI 49315 (H) 531-0218

Professional Summary

HVAC Service Agreement Salesman

Service-oriented Service Salesman / Account Mgr. with 28 years in sales and 46 years in the trade. Recognized in the industry as being very thorough and knowledgeable. Core competencies include honesty, integrity and trust as well as excellent communication and time management skills. Very dedicated to the job, co-workers and company. Handles task with accuracy and efficiency.

Current holder of HVAC Mechanical Contractors License since 1984.

Skills

- A Persistent and can-do Attitude for Sales
- Active Listener and Communication Skills
- Very Good Reading Comprehension
- At ease Speaking to one on one and small groups
- Unlimited Customer and Personal Service is given to each customer
- Does not back away from Negotiation and bringing in the job
- Good understanding of Computers and Electronics
- Excellent Proposal Writing Skills
- Strong Mechanical background in Service and Installation
- Excellent knowledge of all types of HVAC Equipment for Preventive Maintenance sales
- Past History of Installing / Repairing / Servicing HVAC Equipment

Experience

Pleune Service Co. – Grand Rapids, MI

HVAC Service Sales 1990 to May 2018

- Search out and set meetings to potential Commercial/Industrial clients for all trades of HVAC service / installation, Plumbing and Electrical work.
- Confer with potential customers regarding Preventive Maintenance / Service needs and advice customers on types of service agreements, or services.
- Build proposals for Service Agreement presentation and sales.
- Review operational records and reports for net margin to project preventive maintenance sales for profitability.
- Periodically meet with existing customers to determine needs, issues and maintain client loyalty.
- Meet or communicate with customer for Renewals and expiring service agreements.
- Resolve customer concerns relating to service agreement work.
- Maintain up to date service contract files.
- Represent the company in a positive manor, promoting the company culture inside and out.

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Experience (continued)

Pleune Service Co. – Grand Rapids, MI

HVAC Service Tech and Installer 1979 - 1990

- On call Service Technician
- Performed preventive maintenance inspections to HVAC and Refrigeration equipment.
- Installed and ran construction / installation jobsites.
- Installation of commercial / industrial HVAC systems, ductwork and piping.

Quality Air - – Grand Rapids, MI

HVAC Installer 1973 - 1979

- Performed fabrication and layout of sheet metal in shop.
- By mid 1974 was equipped with company truck and ran jobs and crew.
- Assembled, positioned and mounted HVAC equipment, duct and piping following blueprints.
- Managed and ran construction / installation jobs.
- Welding and pipefitting.

Hopson Bennett Co. (HVAC Supply House) 1972 - 1973

- Performed sheet metal fabrication and layout in a large sheet metal production shop.

Education

- Numerous vendor courses relating to Sales and Service work.
- Trane Service School – 3 weeks – LaCrosse, WI 1978
For Service and Troubleshooting of commercial HVAC equipment.
- Kent Skills Center – Sheet metal fabrication 1972
- Calvin Christian High School – Grandville, MI 1972

Licenses / Certifications

- HVAC Mechanical Contractors License #7102504
- Refrigerant Transition and Recovery Certification #388607635