

# ***APEX MECHANICAL SYSTEMS, INC.***

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453 E. WENGER ROAD  
ENGLEWOOD, OH 45322



October 24, 2024

Miami Valley CTC  
6800 Hoke Road  
Clayton, OH 45315

Re: Immediate Job Opening  
Requesting Referral of Qualified Minority/Female Applicants

Apex Mechanical Systems, Inc. has one (1) immediate opening for a Sheetmetal apprentice. Requirements include:

- Must be physically fit
- Must have clean driving record
- Must be able to pass background/drug test
- Must be willing to continue their education
- Must have reliable transportation
- \$12 - \$20 per hour depending on experience

Please either fax or email all referrals to us no later than Monday, June 6th, 2022, as this position needs to be filled promptly.

Apex Mechanical Systems, Inc. is an equal opportunity/affirmative action employer. It is our policy not to discriminate against qualified applicants and employees on the basis of personal characteristics such as race, color, religion, sex, sexual orientation, national origin, handicap, or status as a Vietnam-era or special disabled veteran with respect to recruitment, hiring, benefits, promotion, or any other conditions of employment.

Further, it is a policy of Apex Mechanical Systems, Inc. to take affirmative action, where appropriate, to recruit, hire, and promote qualified minorities, women, those with disabilities, and Vietnam-era veterans and special disabled veterans.

We ask you to take note of our policy and refer qualified individuals to us for employment.

Sincerely,

*Maria Magee*

Maria Magee  
President  
Apex Mechanical Systems, Inc.