Who is TDIndustries?

• TDIndustries is a mechanical construction firm that specializes in commercial HVAC and plumbing.

• TD is a company that prides itself on its servant leadership approach to running a business. Every employee is considered a partner and is encouraged to serve customers as well as other partners.

• TDIndustries is one of a handful of companies to have made the Fortune 100 Best Companies to Work For since the list’s inception in 1998.

• TD headquarters is located in Dallas, TX, and the company has offices in San Antonio, Houston, Rio Grande Valley, and Arizona among others.
RESPONSIBILITIES

- Fixture Count and Confirmation
- Purchase Orders and Building Relationships with Vendors
- Field Work
FIXTURE COUNT & CONFIRMATION

Snapshot of a plumbing drawing detailing where fixtures (toilets, showers) are to be located in the building

Spreadsheet breakdown of how many of each fixture there need to be in the building and how much each will cost per the original vendor quote
Once I had drafted a spreadsheet detailing the different quantities of fixtures and how much each would cost according to the original quote, it was time to meet with the vendor and confirm those prices.
PURCHASE ORDERS & VENDOR RELATIONSHIPS

- Purchase Order forms are drafted and sent to vendors for materials/fixtures needed on different projects.
- Purchase Orders are also kept on record for accounting purposes at the Austin branch.
• My responsibilities required me to contact many different people, including vendors, engineers, and partners within TD.

• I was able to develop relationships with many vendors I was procuring materials from, and this enabled me to excel at my duties.

• Whether I needed to call someone, send an email, or meet face-to-face with a client, I made sure that I retrieved the necessary information for whatever I was working on.
While I learned many new things on the job, A&M courses prepared me for what I could experience in the real world.

Dr. Siebert’s AGEC 340 gave me insight into many examples of different business that have succeeded through adversity.

Professor Menzies’ AGEC 217 provided me with proficient Excel skills that allowed me to be successful in many aspects of my internship.

Professor Courtney Foster’s Acct 229 course taught me the basic accounting principles that are needed to understand effective business practices.
Good communication skills are needed to be successful in the business world. Skills like drafting emails and conducting business calls would be great to learn in a classroom setting.
I have learned many important and useful business skills during my time with TDIndustries. I do not plan on pursuing a career in construction, but I am excited to see what the future holds for me!