

# Robert Smith

## *Bike Mechanic*

### PERSONAL STATEMENT

To uphold a position where there are opportunities to use my strong work ethic, awareness, punctuality, patience, and quick learning. Able to work well under pressure, while meeting Multiple and conflicting deadlines. An outgoing individual who maintains a positive attitude.

### WORK EXPERIENCE

#### ***Bike Mechanic***

**ABC Corporation - May 2014 - November 2015**

##### *Responsibilities:*

- Met customer needs with assistance on bikes and bike-related things.
- Sold the rights products to customers.
- Responsible for performing maintenance duties on various types of bikes for performance and safety.
- Engaged in customer service, and assisted with management duties.
- Checked all safety equipment daily for proper function.
- Used all safety equipment and procedures at all times.
- Reported any existing or potential safety hazard to the supervisor immediately or remedy when possible.

#### ***Bike Mechanic***

**Delta Corporation - 2017 - 2018**

##### *Responsibilities:*

- Assisted customers in an enthusiastic, professional and courteous manner
- Responsible for properly taking in all service work including correctly filling out service work orders, scheduling an appropriate number of repairs and completing those repairs in a timely manner.
- Advised and assisted customers with their product selection without bias.
- Communicated with store manager repair and warranty part needs.
- Developed and maintained knowledge expertise of all merchandise in the department to effectively assist customers with accurate information.
- Assisted with bike sales and any other bike floor duties as needed.
- Maintained a rental fleet of mountain bikes, road bikes, and cruisers.

### Education

- 2010(eastlake north high - Eastlake, OH)

### **CONTACT DETAILS**

1737 Marshville Road,  
Alabama  
(123)-456-7899  
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[www.qwikresume.com](http://www.qwikresume.com)

### **SKILLS**

Bike Maintenance,  
Painting.

### **LANGUAGES**

English (Native)  
French (Professional)  
Spanish (Professional)

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

Reference - 1 (Company Name)  
Reference - 2 (Company Name)