



OLIVIA SMITH

Body Shop Service Technician

✉ support@qwikresume.com

☎ (123) 456 7899

📍 Los Angeles

🌐 www.qwikresume.com

SKILLS

Forklift Operation



Electrical Systems



Suspension Repair



Brake System Repair



Engine Repair



Transmission Repair



INTERESTS

📖 Birdwatching 🏠 Traveling

🏆 Sports Coaching 🏆 Knitting

STRENGTHS

📌 Pragmatism

🌿 Sensitivity

💖 Sincerity

📌 Stability

LANGUAGES



English



Spanish



French

ACHIEVEMENTS

★ Achieved a 95% customer satisfaction rating through effective communication and quality repairs.

★ Reduced vehicle turnaround time by 20% through streamlined repair processes.

PROFESSIONAL SUMMARY

A highly skilled Body Shop Service Technician with 7 years of experience in collision repair and refinishing. Expertise in structural and non-structural repairs, adhering to industry standards for quality and safety. Committed to delivering exceptional results and ensuring customer satisfaction through precise craftsmanship and effective communication.

WORK EXPERIENCE

Body Shop Service Technician

📅 Feb / 2020-Ongoing

📍 Toronto, ON

Maple Leaf Consulting

1. Collaborated with customers to create detailed repair estimates and timelines for vehicle repairs.
2. Utilized various hand and power tools to dismantle and reassemble vehicle components efficiently.
3. Skilled in using body fillers, sanders, and paint guns to restore vehicles to their original condition.
4. Executed repairs in compliance with industry standards to ensure customer and insurance satisfaction.
5. Performed body repairs on vehicles, ensuring high-quality workmanship and adherence to safety standards.
6. Developed and nurtured customer relationships, leading to repeat business and referrals.
7. Trained new technicians in safe operating procedures and repair techniques to enhance team performance.

Body Shop Technician

📅 Feb / 2018-Feb / 2020

📍 Chicago, IL

Lakeside Apparel Co

1. Applied high-quality paint finishes on repaired parts, ensuring a seamless match with existing vehicle color.
2. Ensured the shop was maintained in a clean and orderly manner to promote safety and efficiency.
3. Thoroughly detailed vehicles prior to customer delivery, enhancing overall customer satisfaction.
4. Consistently delivered vehicles in pristine condition, exceeding customer expectations.
5. Prioritized exceptional customer service, addressing client inquiries and concerns promptly.
6. Utilized data entry skills to maintain accurate records of repairs and inventory.

EDUCATION

Associate of Applied Science in Automotive Technology

📅 Feb / 2016 Feb / 2018

📍 Phoenix, AZ

Lincoln Tech

Comprehensive program covering automotive repair, diagnostics, and bodywork techniques.