

# Robert Smith

## *Cab Driver II*

### PERSONAL STATEMENT

Experienced driver with resort clients and public at large. Attentive to detail, strong safety and customer service focus. Recognized for confidentiality, being trustworthy, quality focused special attention to people with disabilities, and willingness to go above and beyond requirements of a position. Driving record of over 25 years without any traffic violations and completely accident free.

### WORK EXPERIENCE

#### *Cab Driver II*

**ABC Corporation - May 2014 - December 2015**

##### *Responsibilities:*

- Responded to calls for pick up and delivery of patrons through computer notification, handled receipts using cash or credit cards, and completed 12-hour shifts.
- Recognized for having strong knowledge of the Metropolitan Phoenix area.
- Acknowledged by customers for courteous service.
- Handled receipts of over \$400, balancing accurately at the end of the shift.
- Maintained vehicle with attention to cleanliness for use at all times.
- Assisted individuals with special needs providing support when needed.
- Notified superiors of potential problems, maintaining vehicle safety.

#### *Cab Driver*

**ABC Corporation - 2009 - 2014**

##### *Responsibilities:*

- Haul passengers.
- Load and unload vehicles.
- Perform basic maintenance on vehicle fluids.
- Helped advertise and promote yellow cab.
- Helped with charitable donations for breast cancer awareness and food drives.
- Skills Used Customer service Driving Attention to details Following directions Team player Ability to be on time Mathematics Time management.
- This is Dummy Description data, Replace with job description relevant to your current role.

### Education

Bachelor of Fine Arts - (Syracuse University - Syracuse, NY)

### CONTACT DETAILS

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

### SKILLS

20 Plus Construction  
Industry.

### LANGUAGES

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

### INTERESTS

Climbing  
Snowboarding  
Cooking  
Reading

### REFERENCES

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