

AMELIA MOORE

Associate General Service Technician

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PROFESSIONAL SUMMARY

Proficient Associate General Service Technician with two years of hands-on experience in automotive maintenance and repair. Specializes in diagnosing mechanical issues, performing vehicle inspections, and executing preventative maintenance. Committed to delivering exceptional customer service and ensuring vehicle safety. Eager to contribute to a collaborative team and enhance overall service quality.

WORK EXPERIENCE

Associate General Service Technician

Seaside Innovations

📅 Feb / 2024-Ongoing
📍 Santa Monica, CA

- 1. Performed a variety of inspections and repairs, including fluid exchanges, tire installations, and component replacements.
- 2. Provided expert advice to customers regarding necessary automotive services and repairs.
- 3. Ensured a clean and safe working environment while optimizing space utilization.
- 4. Operated and maintained service equipment and tools in compliance with safety standards.
- 5. Executed vehicle inspections to assess performance and safety concerns.
- 6. Maintained accurate records of services performed and inventory levels.
- 7. Followed established quality service standards and adhered to regulations.

General Service Technician

Lakeside Apparel Co

📅 Feb / 2023-Feb / 2024
📍 Chicago, IL

- 1. Conducted oil changes and tire replacements for various vehicle makes and models.
- 2. Diagnosed alignment issues and provided solutions to enhance vehicle safety.
- 3. Replaced worn belts and bulbs, ensuring optimal vehicle performance.
- 4. Assisted in training junior technicians in vehicle maintenance procedures.
- 5. Performed routine inspections to identify potential safety hazards.
- 6. Collaborated with team members to improve service delivery and efficiency.

EDUCATION

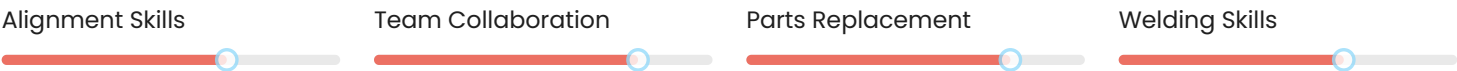
Associate of Applied Science in Automotive Technology

ABC Technical College

📅 Feb / 2022-Feb / 2023
📍 Toronto, ON

Focused on automotive diagnostics, repair techniques, and customer service skills.

SKILLS



ACHIEVEMENTS

- 🌟 Improved customer satisfaction scores by 15% through effective communication and service delivery.
- 🌟 Completed over 200 vehicle inspections, identifying critical issues and ensuring compliance with safety standards.
- 🌟 Streamlined maintenance processes, reducing service time by 20% while maintaining high-quality standards.