

# ROBERT SMITH

## Objective

A seasoned professional with a strong background in diagnosing faults correctly, explaining mechanical issues to clients, and performing physically challenging tasks for extended periods of time.

## Skills

Communication, Bilingual.

## Work Experience

### Junior Mechanic Assistant

**ABC Corporation** - January 2007 – April 2007

- Responsible for Filled vehicle and truck fuel tanks; checked and filled fluid levels of cars, trucks, and equipment.
- Performed preventive maintenance inspections of vehicles, trucks, and equipment and made minor repairs and adjustments.
- Performed engine tune-ups, brake and tire repairs; referred major repairs to shop mechanics.
- Maintained records of parts requisitions time accounting and repair orders.
- Performed the disposal of hazardous chemicals used in equipment servicing and maintenance.
- Picked up and delivered parts and supplies. and Performed other related duties as assigned.
- Operate large construction equipment and small manual and air-powered hand tools.

### Mechanic Assistant

**ABC Corporation** - May 2003 – December 2006

- 26609 Range Lane, Jimmy Bench 1-573-765-3784 Duties Performed work such as draining and changing lubricants in crank cases, differentials, and transmissions; lubricate vehicles and replace oil and air filter; checked fluid levels in braking systems and power steering reservoirs; packed wheel bearings.
- Have been required to drain moisture from air tanks, and change oil and filter on hydraulic systems.
- Performed safety inspections in accordance with TM 10/20 PMCS, and repairs and/or replaces such items as mufflers, exhaust pipes, shock absorbers, wiper blades, batteries, fan belts, hoses, light bulbs, etc.
- Tested equipment for operation.
- Observes more serious defects and calls to attention of supervisor or higher-grade mechanic.
- Assisted higher-grade mechanic on more complex repairs when directed by supervisor.
- Cleaned tools and equipment and keeps work area clean and orderly.

## Education

High School Diploma in General Studies - (Laquey High School)