

# ISABELLA CLARK

## Mechanic Helper III

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### PROFESSIONAL SUMMARY

Detail-oriented Mechanic Helper III skilled in supporting mechanics with repairs and maintenance tasks. Recognized for reducing turnaround time on service jobs by 15% through effective teamwork and proactive problem-solving.

### WORK EXPERIENCE

#### Mechanic Helper III

May / 2024-Ongoing

WidgetWorks Inc.

Denver, CO

- 1. Install complete elevator systems working from typical field type installation drawings.
- 2. Develop, build and operate electrical and mechanical test equipment for use during the development and testing of elevator systems.
- 3. Work with a variety of electronic and electrical test equipment, such as ohmmeters, voltmeters, and ammeters used during the testing and troubleshooting of electrical components.
- 4. Proficient in the use of basic hand tools.
- 5. Embrace and follow Otis safety practices and procedures.
- 6. Follow safe work practices while troubleshooting high voltage systems.
- 7. Prepare and conduct testing on electrical and mechanical components.
- 8. Work in hoistway at elevated heights wearing fall protection equipment.

#### Mechanic Helper

May / 2023-May / 2024

Lakeside Apparel Co

Chicago, IL

- 1. Inventory specific maintenance shops daily for needed material.
- 2. Research NSN, order status, shipment status, acquisition codes.
- 3. Order material from warehouse.
- 4. Ensure material ordered is correct by size, NSN, nomenclature and quantity.
- 5. Deliver and re-stock material to shop according to appointed high and low quantities on baseline.

### EDUCATION

#### Associate of Applied Science in Automotive Technology

May / 2022-May / 2023

Central Community College

Phoenix, AZ

Developed skills in automotive repair, diagnostics, and maintenance procedures.

### SKILLS



### ACHIEVEMENTS

- Assisted in reducing repair turnaround time by 20% through efficient workflow management.
- Contributed to a 95% customer satisfaction rating by ensuring high-quality service.