



Ava Davis

Personal Driver

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PROFESSIONAL SUMMARY

Accomplished Personal Driver with 5 years of experience delivering safe and efficient transportation for clients. Proficient in advanced route planning, vehicle maintenance, and customer service excellence. Recognized for consistently ensuring timely arrivals and exceptional service in diverse driving environments. Passionate about enhancing client experiences through reliable and professional driving.

WORK EXPERIENCE



Jr. Personal Driver  Jan / 2021-Ongoing  Denver, CO
WidgetWorks Inc.

1. Conducted vehicle inspections and performed routine maintenance to ensure optimal performance.
2. Planned and executed daily routes based on client needs and traffic conditions.
3. Facilitated safe and timely transportation for family members to various appointments and events.
4. Provided assistance during extended trips, ensuring comfort and safety for all passengers.
5. Executed errands, including grocery shopping and picking up prescriptions, as requested.
6. Operated a variety of vehicles including sedans, SUVs, and limousines.
7. Maintained accurate records of mileage and fuel consumption for budgeting purposes.

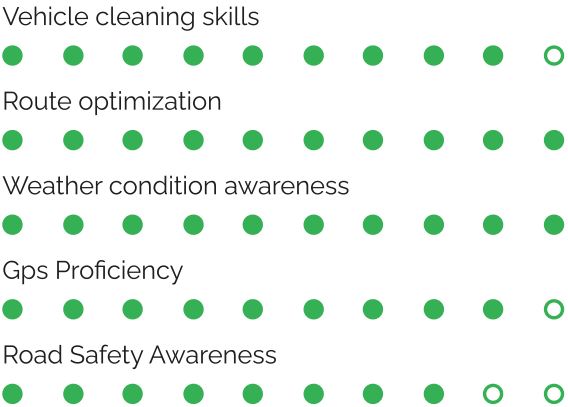
Personal Driver  Jan / 2020-Jan / 2021  Chicago, IL
Lakeside Apparel Co

1. Transported disabled clients to work and medical appointments with a focus on comfort and safety.
2. Delivered over 300 rides while maintaining a perfect 5-star customer rating.
3. Recognized by clients for exceptional driving skills and friendly demeanor.
4. Managed school drop-offs and extracurricular activity transportation for children.
5. Utilized effective communication skills to ensure client satisfaction and address concerns.

EDUCATION

Diploma in Automotive Technology  Jan / 2019-Jan / 2020  Santa Monica, CA
Tech Institute of Automotive
Studied automotive systems and maintenance protocols.





SKILLS



INTERESTS

-  Gaming
-  Fashion
-  Film
-  Technology




STRENGTHS

-  Fairness
-  Flexibility
-  Forward-thinking
-  Gratitude

LANGUAGES



ACHIEVEMENTS

-  Maintained a 5-star client rating over 300 rides.
-  Successfully navigated complex urban areas, reducing travel time by 15%.
-  Coordinated transportation for executive-level clients, ensuring punctuality and discretion.