Robert Smith

Jr. Tire and Lube Technician

Phone (123) 456 78 99
Email: info@qwikresume.com
Website : www.qwikresume.com
LinkedIn: linkedin.com/qwikresume
Address: 1737 Marshville Road, Alabama

SUMMARY

Seeking a position with the opportunity for new challenges, as well as professional development and advancement. Driven to provide outstanding customer service, by offering excellent service to citizens and community members.

SKILLS

Customer Service, MS Office.

WORK EXPERIENCE

Jr. Tire and Lube Technician

ABC Corporation - February 2013 – June 2013

- Completed basic maintenance such as minor repairs to keep the vehicle neat and running properly.
- Pushed and pulled dollies into place and cranked lever to raise and lower landing gear.
- Inspected the vehicles for defects and safe operating condition before, during and after preventative maintenance.
- Check tire pressures, plug flats, and balance tires.
- Established and maintained excellent customer relationships.
- Answered customer questions regarding safety of their vehicle.
- Assure safety and minimize risk of damage and dangerous conditions.

Tire And Lube Technician

ABC Corporation - 2011 – 2013

- Open tire shop prepare tire and balance machines equipment for use each day.
- open bay doors,set out special advertisement.
- Customer care, answer phone calls sell tires.transporting customer vehicle back to them.
- going the extra mile to make sure that all work was performed to the customer satisfaction.
- Taking care of the Customer vehicles maintain verbal communication with Staff and Customers.save Company money.
- Skills Used Computers, Math, reading, on hand experience.ability to learn.honesty, dependability willing to work any time was asked to.Customer care, answer phone calls sell tires.transporting customer vehicle back to them.
- going the extra mile to make sure that all work was performed to the customer satisfaction.

EDUCATION

High School Diploma - (Columbus City High School - Marion Franklin High School)

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