

AUTOMOTIVE-TECHNICIAN

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Profile

Vehicle Mechanic with 6+year of experience in automotive maintenance, repair and servicing. Extensive experience working with gasoline and diesel Vehicles, Examining automotive electronic equipment, and testing and turning exhaust systems.

Education

Master in History, Pondicherry Central University 07/2013 - 03/2015 | Pondicherry, India

Grade: 6.79

Other courses: Latin American studies, Social exclusion

theories

Bachelors in History,

NMSM Government College, Calicut University 06/2010 - 03/2013 | Calicut, India

Languages

English • Malayalam • Hindi • Tamil

Area of Expertise

- Industry Knowledge
- Proficient in communicating effectively with excellent troubleshooting and problem-solving skills.
- Operational knowledge of the machinery and associated tools
- Highly adaptable to change in a constantly changing environment.
- Analytical and programming skill
- Inter personnel skill for constructive teamwork Try to be updated in Latest Technological trends, Products and tools.

Applications

- Microsoft Office CRM software
- OBD Car Doctor
- Car Scanner ELM OBD2

Professional Experience

AUTOMOTIVE-TECHNICIAN / SERVICE ADVISOR, Maruthi Tech 2021 - 2022 | Wayanad, India

- Scheduling vehicle service appointments. Handled customer calls and responded to email enquiries.
- Handling customers and resolving customer issues. Updating customer vehicle service issues in company data base. Analyzed work orders and prepared invoices. Prepared and reviewed operational reports and schedules to ensure accuracy and efficiency.
- Efficiency follow-up and oversee progress for each job order to meet the agreed deadlines and check parts ordering status on daily basis.

AUTOMOTIVE MECHANIC (Auto section),

Unifuds India Private Limited

02/2020 – 11/2021 | Bangalore, India

- Scheduled vehicle service appointments. Welcomed customers and made general assessments of vehicle issues. Worked to ensure customer satisfaction and handled customer issues.
- Recorded customer vehicle service issues in company database.
- Resolved customer complaints and minor customer service issues
- Prepared summaries of vehicle issues for auto technicians. Analyzed work orders and prepared invoices. Performed vehicle diagnostics and assisted with basic repairs. Handled customer calls and responded to email inquiries.

TRAINEE TECH (AMT, CVT), White Pearl

2016 - 2019 | Calicut, India

- Inspect vehicle engine and mechanical/electrical components to diagnose issues accurately
- Inspect vehicle computer and electronic systems to repair, maintain and upgrade
- Conduct routine maintenance work (replacing fluids, lubricating parts etc.) aiming to vehicle functionality and longevity
- Schedule future maintenance sessions and advise motorists on good vehicle use
- Repair or replace broken or dysfunctional parts and fix issues (e.g. leaks)
- Provide accurate estimates (cost, time, effort) for a repair or maintenance job
- Keep logs on work and issues
- Maintain equipment and tools in good condition

Declaration

I hereby declare that the details furnished in this resume are true to the best of my knowledge.

> Hirishil kumar p Abu Dhabi