



Anas Subair

AUTOMOBILE ENGINEER

Details

Abu Dhabi
United Arab Emirates
971554882816
anaskpl786@gmail.com

Skills

Time Management

Microsoft Excel

Effective Time Management

Ability to Work in a Team

Customer Service

Microsoft Office

Computer Skills

Ability to Work Under Pressure

Communication Skills

Decision Making Skills

Languages

English

Hindi

Malayalam

Employment History

Wheel alignment technician, SS hyundai

JULY 2012 – APRIL 2015

- Properly secure vehicle to lift/alignment machine to ensure safe operation
- Properly align vehicle as per company specifications
- Properly dismount and remount tires and wheels securely on vehicle
- Properly dismount and remount tires onto wheels without damaging either
- Operate all related equipment and tools as trained
- Operate independently and as a team member
- Perform and demonstrate Customer Service Satisfaction
- Operate safely and perform as listed below
- Customer Relations
- Fulfill Company Philosophy and Goals

Service advisor, Indus motors maruti suzuki

MAY 2016 – OCTOBER 2019

- Preparing daily work orders for the day for customers for daily service appointments.
- Greeting customers as they arrive at the dealership for automotive appointments.
- Moving customers vehicles to the location in the shop for repairs and routine maintenance on vehicles.
- Keeping accurate and detailed documentation for customers current repairs and future repairs.
- Answering incoming calls to the dealership, transfer phone calls to other employees and correct departments.
- Answering any customer questions on repairs and problem solving if needed.
- Setting up new appointments in the service department for future customer repairs.
- Working closely with certified technicians in the shop area on the diagnosis the customer's vehicle with any failures and needed repairs.
- Working closely over the phone and in person with warranty companies in getting prior approval for repairs to customer's vehicles.

Spare parts executive, Ksa automobiles

NOVEMBER 2019 – JULY 2023

- Was part of a team that reorganized the warehouse and reprogrammed the inventory software for better efficiency.
- Worked the sales floor as technical advisor to sales professionals.

- Assisted customers in understanding how to install new parts and remove old ones.
- Ordered parts from various manufacturers and other sources to satisfy orders.
- Worked closely with service managers to make sure the proper parts were always on hand.
- Trained new parts associates on using the inventory system and fulfilling orders.
- Was responsible for maintaining inventory and scanning in new products.
- Helped to develop customer assistance section of company website that dealt with parts schematics.

Education

Diploma in Automobile engineering, Cape polytechnic college

MARCH 2009 – APRIL 2012