

## AVIN REJI



### CONTACT

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### PERSONAL DETAILS

Date of Birth : 05-05-1994  
Marital Status : Single  
Nationality : Indian  
Passport : N2605366

### SKILLS

.Quick learning and leadership qualities .Integrity and commitment ability to adapt to consult .self driven and take initiative ability to deal with people

### LANGUAGES

English  
Malayalam  
Hindi

### INTERESTS

Automobile field  
Manufacturing  
Sales

### OBJECTIVE

I am looking for a challenging job with a rapidly growing organization that can provide me with a range of goals and job objectives within a contemporary and economical business setting.I will be very glad to use my expertise for the success of the company

### EXPERIENCE

#### AL MARWA AUTO REPAIRING GARAGE L.L.C

02-09-2022 - 01-03-2023

Service Technician

#### Job responsibilities

Maintains vehicles' functional condition by listening to operator complaints and conducting inspections.

Repairs mechanical and electrical system malfunctions and replaces parts and components.

Complies with state vehicle requirements by testing engine, safety, and combustion control standards.

Maintains vehicle appearance by cleaning, washing, and painting.

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

HYUNDAI MOTORS

07-2017 - 01-2022

Service advisor

### Service Advisor Responsibilities:

Greeting customers and directing them to available mechanics.

Consulting with mechanics regarding necessary repairs and possible alternatives to expensive repairs.

Using your knowledge of our products and services to sell or provide in-depth information about available parts and service options to customers.

Answering questions about service outcomes and scheduling and booking appointments, vehicle drop-off, and vehicle pick-up.

Providing customers with information and advice on warranty protections, potential cost savings, and the advantages of trading in versus fixing their car.

Managing and overseeing the dealership's workflow and schedule.

Calling customers to advise them about service changes or car pick-up times.

Maintaining positive customer relationships to ensure repeat business.

Ensuring all details on services rendered and costs are related to customers and processing their payments.

Liaising with service technicians about parts ordering and ensuring parts are available when needed.

## HONDA AUTOMOBILE

09-2015 - 05-2017

Technician

### Job responsibilities

Perform maintenance and repair on customer vehicles.

Identify problems with vehicles using the diagnostic equipment.

Explain automotive repairs and issues and provide great customer service.

Plan repair procedures using charts manuals and experience.

Test the functionality of parts and systems

Perform basic auto care and maintenance tasks such as oil changes, fluid level checks, and tire rotation.

Repair and replace brake pads, wheel bearings, sensors and other parts.

Perform routine maintenance and general mechanic work on vehicles.

Prepared to get additional certification as needed.

Willingness to learn with hands-on training.

Help keep repair shop clean and organized.

Keep a professional appearance

### EDUCATION

Indian Institution of engineering

2014

Diploma in Mechanical Engineering

50

### DECLARATION

I am also confident of my ability to work in a team

I hereby declare that the information mentioned above is true to the best of my knowledge.

Date :

Place : Dubai,UAE