**Donald Harvey**

*Auto Mechanic Message: (316) 265-5211 ext. 208*

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**Summary of Qualifications**

* Auto Mechanic with over 20 years’ experience owning and operating automotive shops.
* Able to operate bobcats, backhoes, tractors, and other equipment.
* Familiar with the use of basic power tools including grinders, chainsaws, weed eaters.
* Some experience welding and cutting metal with torches.

**Recent Employment**

*Utility Worker* (Fall ’17 – Spring ’18) City of Norton, Norton, KS

* Maintained all grounds areas across and around multiple locations and buildings.
* Followed seasonal schedules to mow grass, trim edges around sidewalks and remove/trim trees.
* Performed basic concrete work and construction.
* Operated chainsaws to cut and remove branches and limbs from roadways to be mulched in wood chipper.

**Relevant Experience**

*Mechanic* (2016 – 2017) Triple K Auto Repair, Atchison, KS

* Worked on a variety of automobiles and equipment, including cars, trucks, tractors, and mowers.
* Specialized in the installation of automotive glass and repairs.
* Selected appropriate tools, safety equipment, and parts, according to job requirements.
* Held cut or uneven edges of glass against automated abrasive belts to shape or smooth edges.

*Glass Installer* (2014 – 2016) Kautz Auto, Atchison, KS

* Replaced and repaired broken windshields and window glass in motor vehicles.
* Primed all scratches on pinchwelds with primer and allowed to dry.
* Allowed all glass parts installed with urethane ample time to cure, taking temperature and humidity into account.
* Installed rubber channeling strips around edges of glass or frames to weatherproof windows or to prevent rattling.

*Mechanic Owner* (2008 – 2014) Atchison, KS

* Maintained, repaired, and overhauled automotive and construction equipment.
* Serviced and maintained all types of cars, trucks, and SUVs.
* Completed rebuilds, part replacements, and all tire work.
* Prepared and kept accurate maintenance records and reports.