**Rufus H. Smith**

*Warehouse | Assembly | Production | Detailer | Janitorial | Sales*

401 S. Emporia rsmith@wwrfresource.com

Wichita, KS 67202 *Message*: 316-265-5211 ext. 208

**Summary of Qualifications**

* Professional working experience lumping truck, order picking, stocking, and maintain inventory
* Sound professional experience in the automotive detailing industry.
* Dedicated to delivering outstanding service and quality product by working hard to satisfy customer needs.
* Superlative communication skills while working in team environments.

**Professional Skills**

* Interpersonal and Teamwork Skills
* Proficient in interacting with a wide variety of personalities to help promote team building and foster harmony in the work place.
* Delivers excellent customer service, enhancing customer satisfaction, promote and increase business activity, and help secure customer patronage.

**Relevant Career History:**

***Auto Prep Team* |** 1989-1990 Ellena Buick | Lawrence, KS

* Prepared new cars for delivery
* Detailed and reconditioned used vehicles prior to sale

***Shipping/Receiving* |** 1985-1989 DTA Warehouse | Flint, MI

* Loading / Unloading trucks in a timely manner
* Order Picking according to customer specifications
* Stocking Merchandise with precision for an attractive display or organization
* Maintain Inventory Records with accuracy

***Auto Prep Team* |** 1978-1984 Blain Buick | Flint, MI

* Prepared new cars for delivery
* Detailed and reconditioned used vehicles prior to sale

**“Other” Career History**

***Skilled Custodian* |** 2015-2017 State of Kansas | Winfield, KS

***Auto Detailer* |** 2010-2015 Self-Employed | Lawrence, KS

***Telemarketer* |** 2002-2010 Affinitas Telemarketing | Lawrence, KS

***Wash Team Member* |** 1999-2002 Turtle Wax Car Wash | Olathe, KS

***Production Team Member* |** 1992-1999 Davol Incorporated | Lawrence, KS

***Auto Prep Team |***1990-1992Sunny Hill Chevrolet | Lawrence, KS

**Education**

***Diploma* |** 1979 Northern Community High-School | Flint, MI

***Manufacturing Skills* |** 1984-1985 Tri-County Pre Employment Training Center | Flint, MI