1. Performed semi-skilled and skilled work under direction of fully qualified auto electrician.
2. Tested wiring for issues and removed faulty sections.
3. Read and interpreted technical documentation such as drawings and diagrams.
4. Learned and maintained proper safety procedures in shop and with each repair or maintenance action.
5. Assisted with installation of satellite navigation, DVD and other accessory systems.
6. Repaired brake, exhaust, electrical and other systems for domestic automotive brands.
7. Cultivated rapport with transportation industry professionals to streamline buying processes.
8. Communicated issues to supervisor and helped develop solutions.
9. Broke down complex mechanical information into simpler parts for individuals with little or no understanding of system operations.
10. Maintained fleet vehicles in good working order by following preventive and corrective maintenance schedules according to OEM.
11. Worked on [Type], [Type] and [Type] vehicles to repair engines, transmissions and electrical systems.
12. Retained accurate records of purchases, titles and sales.
13. Serviced air conditioning systems, changed and topped off fluids and completed maintenance inspections.
14. Implemented tracking systems to monitor parts inventory and transactions to reduce discrepancies.
15. Delegated and supervised vehicle bodywork to body team for restoration and remediation.
16. Maintained awareness of vehicle market trends to assess customer demands and budgets.
17. Inspected vehicles and utilized market and industry expertise to execute strategic automotive purchases for dealers, private clients and volume resellers.
18. Explained estimates and determined repair timelines to manage customer expectations.
19. Inspected damaged vehicles to estimate repair labor cost and required parts expense.
20. Supervised and mentored [Number] team members and facilitated daily service operations to drive business growth.