1. Inspected [Vehicles] for repair and maintenance needs.
2. Completed warranty services and submitted required paperwork.
3. Replaced parts such as belts, hoses and motors on different systems.
4. Removed components and completed repairs or installed new replacements.
5. Troubleshot systems, traced problems and diagnosed root causes.
6. Ordered parts necessary for vehicle repairs and new installations.
7. Performed preventative maintenance on engines, transmissions, tires and other vehicle systems.
8. Documented findings and all actions taken.
9. Installed new systems and components in vehicles.
10. Troubleshot and diagnosed problems with brakes, steering and transmissions.
11. Discussed repairs with customers and advocated for vehicle safety.
12. Completed checklist of fluid levels, air filter, tire pressure and more as part of service orders.
13. Disassembled and repaired diesel engines in automobiles, trucks, buses and construction vehicles.
14. Inspected all vehicle systems to assess function and uncover defects.
15. Used specialty equipment, standard tools, and gauges to complete assessments and repairs.
16. Developed and maintained courteous and effective working relationships.
17. Maintained and repaired facilities, equipment and tools to achieve operational readiness, safety and cleanliness.
18. Handled day-to-day running of [project or department or task], ensuring high levels of productivity and progression.
19. Worked closely with [job title] to maintain optimum levels of communication to effectively and efficiently complete projects.
20. Demonstrated respect, friendliness and willingness to help wherever needed.