

RENJITH. K

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Current Address

Anchumulam Parambil,
Aranoottimangalam P.O,
Mavelikara, Alappuzha Dist,
Kerala, Pin: 690 110.



OBJECTIVE

A suitable position with an organization where I can utilize the best of my skills and abilities that to my education and skills a place where an encourage and permitted to be an active participant as well vital contribute on development of the company.

PERSONAL DETAILS

- Date of Birth : 12th April 1984
- Father's Name : M Karthikeyan
- Gender : Male
- Nationality : Indian
- Marital Status : Married
- Passport Details : M 7110604 (Valid from 10.06.2015 to 09.06.2025, Riyadh)

EDUCATIONAL QUALIFICATION

- Diploma in Automobile Engineering
- Plus Two from Higher Secondary Board of Examination
- SSLC from Board of Public Examination, Kerala

COMPUTER KNOWLEDGE

- MS Office & Internet Proficiency

LANGUAGE PROFICIENCY

- Read : English, Malayalam & Hindi
- Write : English, Malayalam & Hindi
- Speak : Arabic, English, Malayalam & Hindi

WORK HISTORY

- **Technician** - Maintenance and Repairs of Japan and American Cars, Al-Shamsi Group Trading (Hyundai, Toyota, Ford, Chevrolet) from till to date
- **Technician** - Operation and Maintenance of Aircraft Handling Equipments, Silver Jubilee Traveller Limited, International Airport, Pune., from 4th November to 2nd March 2009.

- **Service Advisor** - Opening Job Card, giving estimation and time of the work, explaining the bills to the customers, Modi Motors Agencies Pvt. Ltd, Goregaon, Mumbai., from 1st September 2007 to 30th October 2008.
- **Technician** - Maintenance & Repairs of Hyundai Cars, Modi Motors Agencies Pvt. Ltd., Goregaon, Mumbai from 1st May 2007 to 30th July 2007
- **Technician Trainee** - Operation and Maintenance of Aircraft Handling Equipments, Air - India, Cochin International Airport, Nedumbassery, Kerala., from 1st April 2006 to 31st March 2007.
- **Technician Trainee** - Maintenance and Repairs of TATA & Leyland Commercial Vehicle, Kerala State Road Transport Corporation, Mavelikara, Kerala., from 1st October 2005 to 31st March 2006.
- **Trainee Mechanic** - Local Maruti Work Shop, Mavelikara, Kerala., from 1st May 2005 to 31st September 2005.

DUTIES AS A TECHNICIAN

- Carrying out Mechanical Jobs as per the R.O (Repair Order)
- Informing the service advisor or Floor Supervisor about the work done and additional work to be carried out.
- Maintaining service records of vehicles.
- Periodic maintenance of Aircraft handling equipment like (tow bars, pushback factors, loaders in Pune and Cochin International Airport

DUTIES AS A SERVICE ADVISOR

- Opening Job Cards
- Allocating job to the Technician on the floor
- Giving an approximate estimate of the work to the customer and time when the car will be delivered.
- Explaining the bills and work done on the car to the customer
- Maintaining Service Records
- Informing the customer the additional work to be done on the vehicle.

PERSONAL STRENGTHS

- Multi skilled and an effective Communicator
- Positive, Self motivated, Quick learner and very co-operative in life

DECLARATION

Herewith I am assuring that the above furnished information's are correct and true to best of my knowledge. Once again I assure you that, if you give a chance to work in your concern, I will do my duties with entire satisfaction to my superiors.

RENJITH. K