



JISHAD KOLAPURATH

AUTOMOBILE ENGINEER

CONTACT

00971-501221258

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jishadkolapurath@gmail.com

EDUCATION

Diploma in

AUTOMOBILE ENGG.

Ssm polytechnic college ,tirur

Kerala technical board CGPA : 7.44
2013-2016

bachelor's in

BUSINESS ADMINISTRATION

barathiar university, Coimbatore,
tamilnadu
2016-2019

LANGUAGES KNOWN

ENGLISH	read	write	speak
HINDI	read	write	speak
ARABIC	read	write	basic

PROFESSIONAL SUMMARY

Industrious Auto Service Advisor proficient in customer service. Adept at determining vehicle issues and providing accurate service estimates. Specialize in meeting client needs in a timely manner while effectively communicating with auto technicians and using industry-specific computer programs to track customer activity

CORE QUALIFICATIONS

- Proficient at an assortment of customer service tasks
- Able to narrow scope of vehicle issues based on customer descriptions
- Skilled at articulating customer issues with auto staff
- Adept at handling customer complaints in a professional efficient manner
- Extensive knowledge of common auto terminology
- Ability to work in fast-paced environments
- Excellent communications skills

WORK EXPERIENCE

MARUTI SUZUKI

SERVICE ADVISOR

NOV 2018-FEB 2020

KVR AUTOCARS PVT LTD.

- Scheduled vehicle service appointments.
- Welcomed customers and made general assessments of vehicle issues.
- Worked to ensure customer satisfaction and handled customer issues.

MARUTI SUZUKI

SERVICE ADVISOR

SEP 2017- AUGUST 2018

AM MOTORS PVT.LTD Malappuram, Kerala, India

- Recorded customer vehicle service issues in company database
- Resolved customer complaints and minor customer service issues.
- Performed customer follow-up contact to ensure customer satisfaction.

JISHAD KOLAPURATH

AUTOMOBILE ENGINEER

PERSONAL DETAILS

Date of birth: 24-07-1994

Nationality : indian

Address : kolapurath(H),karathur,
Poilissery post,676101
Kerala, india

Marital status : single

Gender : male

CK automotive garage PVT.LTD

SERVICE ADVISOR

DEC 2016-SEP 2017

(PRIVATE TOYOTA SERVICE CENTRE, KOTTAKKAL, KERALA, INDIA)

- *Performed customer follow-up contact to ensure customer satisfaction.*
- *Performed basic auto repairs and assisted with more complex vehicle problems.*
- *Prepared customer invoices and processed customer payments.*

COMPUTER SKILLS

- *MS OFFICE*
- *AUTOCADD*

INTEREST AND ACTIVITIES

- *Motor sports*
- *Games and fitness*
- *Traveling*