

Geralde, Grego Feller Abellanosa

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SUMMARY OF SKILLS

Car Accessories Installer

- Project design and development activities based on customer requirements
- Prepare technical specification and other project related documents as needed
- Prepares design layouts according to company & client/s design standards

Car Electrician

- Identify and repair faults on auto-electrical systems
- Schedule and perform routine checks and maintenance of electrical systems components
- Ensure compliance with all applicable safety and quality standards

Car Maintenance

- General knowledge of vehicle maintenance and functions
- Basic knowledge of hand and/or power tools
- Work cooperatively and safely with others on projects
- Performs hands on repairs and maintenance as required

WORK EXPERIENCES

Adorable Car Accessories (2019 – 2021)

Cagayan de Oro City, Philippines

CAR ACCESSORIES INSTALLER

- Install vehicle accessories from electronics to exterior accessories
- Working closely with the customer to better understand their requests and to provide quality service
- Using critical thinking and effective problem solving to breakdown pinning problems
- Maintaining the excellent standards, policies and regulatory guidelines to promote safe working environment

H&M Motors (2015 – 2019)

Cagayan de Oro City, Philippines

Car Electrician

- Identify and repair faults on auto-electrical system
- Installed and or replaced components of the whole electrical system
- Ordered replacement components
- Maintained paperwork related to repairs, orders, and routine services

3biz Auto and Style (2012 – 2015)

Cagayan de Oro City, Philippines

Car Electrician

- Maintained energy and enthusiasm in fast-paced environment
- Maintained excellent attendance record
- Identifying issues, analyzing information and provide swift solutions
- Working close with clients for better understanding and provide quality service

Isuzu Automotive Dealership (2009 – 2011)

Cagayan de Oro City

CAR ACCESSORIES INSTALLER

- Maintaining the excellent standards, policies and regulatory guidelines to promote safe working environment
- Installation of car accessories based on clients' requests
- Maintains a clean, organize and dynamic workplace
- Conducts a quality check on the installed accessories

Toyota Motor (2007 – 2009)

Cagayan de Oro City

CAR ACCESSORIES INSTALLER

- Identifies issues and provide solutions
- Troubleshoots wirings of cars
- Conducts regular maintenance of tools and equipment through cleaning and repairing (if needed) to assure quality of work

Character References:

Available upon request

Personal Information:

Birth date: January 20, 1983

Age: 39

Sex: Male

Height: 5'9"

Status: Married

Citizenship: Filipino

Educational Attainment:

College

Cotabato City State Polytechnic College

Cotabato City, Philippines

(2000 – 2005)

Bachelor of Science in Industrial Technology (Undergrad)

Highschool

Alubijid National Comprehensive High School

Alubijid, Misamis Oriental

(1996 – 2000)

Elementary

Alubijid Central School

Alubijid, Misamis Oriental

(1990 – 1996)

Other Skills:

- Proficient in Microsoft Excel, Word and PowerPoint.