

Jane Example
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Greenville, NC 27834
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Objective

Full-time position as an Automotive Technician

Education

AAS, Automotive Systems Technology, May 2005

Pitt Community College, Greenville, NC

GPA: 3.19

Honors

Recipient, Lexus/Toyota T-TEN Tool Scholarship, May 2003

Relevant Courses

Suspension and Steering Systems

Electrical Systems

Heating and Air Conditioning

Brake Systems

Automotive Electronics

Emission Controls

Technical Knowledge/Skills

- **Light Line:** General repair, lubes/oil changes, water pumps, belts, hoses, rocker covers, etc.
- **Suspension:** Shocks/struts, brakes, bushings and ball joints
- **15 A:** Squeaks/rattles, air leaks, heating and air conditioning, electrical
- **Tune and Smog:** Maintenance intervals, diagnostic problems, computer skills, fuel injection, diesel performance diagnostics
- **Specialties:** Automotive electrical diagnosis and repair, fabrication of obsolete parts and electrical accessories, restoration of antique automobiles, GM diesel diagnostics and repair
- **Power Tools:** Pneumatic wrenches, lathes, grinding machines, flame-cutters
- **Electronic Service Equipment:** Infrared engine analyzers, computerized diagnostic devices
- **General:** All American makes and models through most current Foreign - German, French, Japanese, British, Swedish, etc.

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Cooperative Experience

**Apprentice Technician, XYZ Automotive Repair Center, Greenville, NC,
Fall 2001-Spring 2004**

- Diagnosed and repaired all automotive systems, general tune-up/maintenance of vehicles
- Electronic control system diagnosis and repair
- Researched/ordered parts and labor prices, prepared estimates, advised customers
- Engine mechanical diagnosis and repair, engine fuel/ignition diagnosis and repair
- Chassis, steering, brake diagnosis and repair, electrical and accessory diagnosis and repair

References

Available upon request