

ADEEB SIDDIQUI


CITY HEAD-REFURB QUALITY
(AUTOMOBILE INDUSTRY)

ABOUT ME

A Good Team player & High Technical Diagnosis professional skill with over **16+ years** of working experience in areas of Automobile After sales operation Management, used car inspection Industry, Team training & development Management, Technical Diagnosis in vehicles, Warranty Repair & Procedure Handling.

Experienced the Automobile various Dealership culture from the bottom level to Management Level and hands-on experience in dealing with overall service functions for various brands including **Toyota, Skoda, Maruti Suzuki Spinny-Value Drive** and **Cars24 (Used Cars Industry)**.

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PROFESSIONAL SKILLS



Managing & Leading

Developing & Hiring

Sales & Warranties

Client Service & Operation Management

Training & Development



Engine & Transmission (MT/AT)

Electric Motors Sys/ABS/VVT-i/SRS

Expertise-Used Car Inspection

Car Market Ecosystem

Diagnosis Powertrain and Structure (Fault finding – Trouble shooting)



Content Creator

Car Insurance & Claim

Car Finance procedure

RTO Docs (Ownership Transfer)

MS Excel/MS word/MS PowerPoint

Digital Marketing/ AutoCAD

ACHIEVEMENTS

 PREMIO BUSINESS EXCELLENCE AWARD (Value Drive Technologies-SPINNY.COM)

 ZONAL STAR SERVICE ADVISOR AWARD (TOYOTA KIRLOSKAR MOTORS, INDIA)

 BRONZE MASTER AWARD (MARUTI SUZUKI INDIA LTD.)


 BEST PERFORMER AWARD IN BUSINESS (UTTAM TOYOTA - 3M VAS)


 WILDLIFE ZONE DIAGRAM AWARD (VIGYAN PRASAR, New Delhi)


 DEVELOPED SERVICE RECORD EXECUTIVE TEAM


 DEVELOPED SPINNY TRAINING CURRICULUM & INSPECTION CRITERIA

►► Four filtration process-

 No structural damage cars

 No meter tampered cars

 No Engine faulted cars

 No incomplete in documentation cars


SKILLS

Technical	99%
Communication	90%
Teamwork	99%
Time Management	100%
Marketing	90%

HOBBIES

 Books and Magazine

 Captain of a cricket team

 Car restoration

 Chess

WORK EXPERIENCE



City Head- Refurb Quality

CARS24 SERVICES PVT. LTD. [SAS Tower- Gurgaon]

Dates Employed- April 2025 – Present

- Establishing and enforcing quality standards for car refurbishment within the cities, potentially partnering with automotive industry associations or regulatory bodies
- Implementing systems to monitor the refurbishment process, ensuring that vehicles are inspected and tested at various stages to identify and correct any quality issues
- Onboarding the new vendors on the lowest price and renegotiated the old vendors price,
*Achieved 45% cost efficiency, Refurb TAT- 4 Days
- Overseeing the hiring of WSM and VSM.

Reports to the Director



City Head-Operations →T & Q Manager→Lead Supply

Spinny.com- Value Drive Technologies Pvt. Ltd. [Capital Business Park-Gurgaon]

Dates Employed- March 2015 to March 2025

- Managing & leading teams for running successful Branch operations & experience of developing procedures for business excellence.
*Achieved 75% cost efficiency, Refurb TAT- 5 Days, Rejection- 2% for 1.5k procured cars
- Developed training team and Organized in-house training for Evaluator team and analyzed the gaps and developed causes, maintained records and created training content & programs. * 3.0K + trained manpower
- Overseeing the hiring of evaluators and training of all department employees-

Reports to the C.E.O



Asst. Service Manager →Sr. Service Advisor

UTTAM TOTOTA – Authorized Toyota [Site-4 Sahibabad Industrial Area U.P]

Dates Employed- January 2011 to February 2015

- Manage, plan, work distribution & ensure proper allocation/assigning of job amongst the team utilizing available skills and Reduce carry over ratio.
- Conduct service promotional activities while monitoring monthly targets, reports, warranty claims and service quality. Conduct in house trainings for Service Advisor.

Reports to the General Manager-Customer Service



Sr. Service Advisor

SAI AUTOMOBILES - Authorized Skoda [D-337, Sector-10 Noida U.P]

Dates Employed- September 2009 to December 2010

- Good team player and perfect Compatibility for teamwork and Instrumental in planning workshop activities to ensure timely completion of assigned tasks, maintaining high levels of productivity while dealing in petrol as well as diesel vehicle.
* Instant feedback Forms.

Reports to the Service Manager-Customer Service



Chief Technical Officer

COMPETENT AUTOMOBILES CO.LTD - Authorized Maruti Suzuki [Gazipur, Delhi]

Dates Employed- January 2008 to August 2009

- Discuss Service / Repair requirements of customer and understand the problem in detail. Adept in handling & maintaining all types of vehicles with following activities.
Periodical Maintenance, fault finding, Trouble shooting

Reports to the Service Manager

PERSONAL DETAILS



183B, Shristi villas, Ghaziabad-201016



Indian



Male



2nd April 1989



English, Hindi & Urdu



NT-116985 (Driving License)



Available upon request

INDUSTRIAL TRAINING & CERTIFICATION

TOYOTA KIRLOSKAR MOTORS India

- ✧ TSA-Basic
- ✧ TSA Level-1 Certified
- ✧ TSA Advance Certified
- ✧ Kaizen Training - TSM
- ✧ Toyota Engine Diagnosis Certified
- ✧ LEVEL 1ST Service Advisor L.A.D.D.E.R Training
- ✧ LEVEL 2nd Service Advisor L.A.D.D.E.R Training
- ✧ Express Maintenance (EM Certified)
- ✧ Manpower Development Certified
- ✧ Team Synergy & Sniper Training
- ✧ MDPP Training (Manpower Development Partnership Program)
- ✧ New Model Seminar [SA] -Etios Gasoline & Altis Diesel
- ✧ New Model Seminar [SA] -Prado LC Diesel/Prius Hybrid/New Camry

SKODA PLANT, Aurangabad India

- ✧ New Laura Facelift Training
- ✧ Engine Diagnostic Tool

MARUTI SUZUKI INDIA LTD. (MSIL)

- ✧ MS-Basic
- ✧ MS- Advance Certified
- ✧ Bronze Master Certified
- ✧ Soft Skills Training (level-1st)
- ✧ Soft Skills Training (level-2nd)
- ✧ Special Training Engine overhaul & Diagnosis
- ✧ Ritz special Training

TECHNICAL EDUCATION



Diploma in Mechanical Engineering

[GPA – 73 %]

JANARDAN RAI NAGAR UNIVERSITY



Govt. ITI in Automobile Engineering (MMV)

[GPA – 85 %]

GOVERNMENT INDUSTRIAL TRAINING INSTITUTE (Lucknow Board)



Advance Diploma in Computer Science (ADCS)

[GPA – A]

MJP ROHILKHAND UNIVERSITY



Diploma in AutoCAD

[GPA – A+]

AFFIC COACHING INSTITUTE (Technical Education Delhi Govt. Board)



Google Certificate (Digital Marketing)

[GPA – 92 %]

Google Certified Digital Marketing Course

I hereby declare that the particulars given herein are true and complete to the best of my knowledge and belief.

Signature...