CURRICULUM VITAE

**RANJITH RAVIDAS P**

Lakshmi Nikethan

Near K. P. R. P Highschool

Kongad

Palakkad 678631

Kerala , India.

*Mobile No*. 09061604413.

Having a valid INDIA light driving license

**Email ID : ranjithrvds@gmail.com**



**Objective:**

To work with an organization, which can provide me constant learning, leading to intellectual growth, enhance my creative skills and to achieve top cadre by setting benchmarks both at organizational and personal front and making positive contributions towards the organization.

**Professional Experience:**

###### Currently working as Assistant Works Manager in AM Motors Ottapalam from May 2024 (a leading Maruti Dealer in Palakkad)

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###### Worked as a Service Manager in Classic Hyundai from January 2022 to Feb 2024 (a leading Hyundai Dealer in Malappuram)

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###### Worked as a Service Head in AM Honda Malappuram from September 2020 to December 2021

###### Worked as a Service Manager with Global Suzuki ( leading Suzuki Dealer in Kerala),from August 2017 to July 2020

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###### Worked as Senior Service Advisor with Premier Honda , Kottayam– A leading Honda dealer in Kerala, from September 2016 to July 2017

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###### Worked as a Service Advisor with Amana Toyota, Palakkad - A Toyota Dealer in Kerala from August 2014 to August 2016

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###### Worked as a Service Advisor with Sakthi Automobiles - A Tata Dealer in kerala From July 2013 to July 2014

**Role:**

* Ascertains automotive problems and services by listening to customer's description of symptoms; clarifying description of Problems.
* Verifies warranty and service contract coverage by examining records and papers; explaining provisions and exclusions.
* Prepares repair orders (RO) by describing symptoms, problems, and causes discovered, as well as repairs and services required; obtaining approval signatures; entering RO into service database system.
* Maintains customer rapport by explaining estimates and expected return of vehicle; obtaining customer's approval of estimates; obtaining and providing contact telephone numbers; answering questions and concerns; arranging towing and temporary transportation.
* Maintains automotive records by recording problems and corrective actions planned.
* OUpdates job knowledge by participating in educational opportunities; reading manufacturers' publications.
* Enhances organization reputation by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.

**Summary of Strength:**

* Good analytical and Communication skills.
* Strictness and dedicated towards the work.
* Self-motivated and go-getter.

**Technical Capabilities:**

* Proficient knowledge of mechanical design software like AUTO CAD, CTDMS. SIEBEL. HONDA DLITE
* Proficient in MS office suite (Excel, Word),internet-mail applications

**Education Qualification:**

**University : University of Calicut**

**Diploma : Automobile Engineering**

**Major course works:**

Machine design, Fluid dynamics, Thermodynamics, IC Engines & Gas turbines, Casting &joining, Automotive Transmission, Vehicle dynamics, Auto Electrical & Electronics, Auto power plant, Vehicle Maintenance & Testing, Transport refrigeration & air-conditioning

**Personal Skill:**

* Perform assigned task with grant responsibility
* Sincere and result oriented
* Positive attitude towards work
* Self-start sincere & committed person

**Professional Achievments:**

* **Won championship Award as a Best Service Advisor for Customer Handling and Concern Resolving Category in Toyota Dealer Level Regional Skill Contest 2016**
* **Partcipated in Toyota South India Level Zonal Skill contest 2016**

**Language known:**

* English , Hindi, Malayalam, Tamil and Kannada

**Personal Profile:**

Fathers Name : Ravidas

Date of Birth : 27th December 1991

Nationality : Indian

Sex : Male.

Marital Status : Married

References : Shall furnish on demand.

***Declaration:***

I hereby declare that the above-furnished details are true to the best of my knowledge and belief.

Date 15/04/2025

Place: **Palakkad RANJITH RAVIDAS P**