# MOHD. SAJID

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***CAREER OBJECTIVE***

To work in an environment of inspiring and self-motivational team of professionals, where I can make significant contribution to organization while enhancing my skills further.

***EDUCATIONAL QUALIFICATION***

* BE (Mechanical Engineering) with CGPA 6.0 from SD Bansal Collage Year 2014
* HSC MP Board with 62% from Government School, Mhow Year 2009
* SSC MP Board with 55% from SJGG Secondary School, Mhow Year 2006

***TRAINING***

Name of Course : Auto **Cad, Creo PTC & CATIA**

Name of Institute **:** Design center, Indore

Duration : Sep-18 to Mar-19

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| ***WORK EXPERIENCE*** |

* **Working with Galaxy Toyota Private Limited (The TSG Group), New Delhi**

Company is involved in Sale of motor vehicles, parts and Services.

Department : Work shop

Designation : Service Advisor

Duration : Jan-2024 Onward

**Job Profile :**

* Managing relationships with customers.
* Conducting customer interviews.
* Identifying and communicating customer needs.
* Ensuring customer satisfaction.
* Resolving customer issues and concerns.
* Greeted customers scheduled service appointments and received vehicle information.
* Attended requests of the service desired and explained the repair and service order.
* Generated the profit by selling service repair and parts.
* Handled the customer complaints and ensured high customer satisfaction standards.
* Promoted the service facilities to increase the repeat business.
* Performed after sales follow ups and developed strong relationships.
* **Worked with Koncept Automobiles Private Limited, Noida (UP)**

**(Authorized Mahindra dealer)**

Company is involved in Sale of motor vehicles, parts and Services.

Department : Work shop

Designation : Service Advisor & Relation ship manager

Duration : June-2022 to Dec-2023

**Job Profile :**

* Resolving customer issues and concerns.
* Greeted customers scheduled service appointments and received vehicle information.
* Attended requests of the service desired and explained the repair and service order.
* Generated the profit by selling service repair and parts.
* Handled the customer complaints and ensured high customer satisfaction standards.
* Promoted the service facilities to increase the repeat business.
* Performed after sales follow ups and developed strong relationships.
* **Worked with Prince Hyundai, Indore (M.P.)**

**(Authorized Hyundai dealer)**

Company is involved in Sale of motor vehicles, parts and Services.

Department : Work shop

Designation : Service Advisor

Duration : November 2020 to April 2022

**Job Profile :**

* + Greeted customers scheduled service appointments and received vehicle information.
  + Attended requests of the service desired and explained the repair and service order.
  + Generated the profit by selling service repair and parts.
  + Handled the customer complaints and ensured high customer satisfaction standards.
  + Promoted the service facilities to increase the repeat business.
  + Performed after sales follow ups and developed strong relationships.

* **Worked with Udhyam Engineering Private Limited, Indore** Company engaged indesign & development of Tooling, fixture, precision parts & gauges, engine parts for various automotive Companies (VE commercial vehicles, Mahle, Hindustan equipment & CAT)

Department : Design & Development

Designation : Trainee Engineer

Duration : April–2019 to March-2020

**Job Profile :**

* Fixtures & jigs designing like, machining fixtures & assembly fixtures.
* Knowledge on various machining operations/machining process.
* Able to apply GD & T.
* Knowledge of Design Software like AUTOCAD and CREO.
* Knowledge of drawings/schematic interpretations, symbols
* **Worked with Ocean Motors Private Limited, Indore (M.P.)**

**(Authorized Maruti Suzuki dealer)**

Company is involved in Sale of motor vehicles, parts and Services.

Department: Work shop

Designation: Service Advisor

Duration: March–2017 to August–2018

* **Worked with Windals Indian Auto Private Limited, Pithampur (M.P.)**

Manufacturer of Chassis for earthmoving Vehicles for CNH and Manufacturers of Tipper body for TATA and new development of roller HAMM 311, HD 99, Rear Frame, Front Frame for WIRTGEN GROUP & Roller Drum for ATLAS COPCO DYNAPAC PUNE.

Department**:** Quality Control

Designation**:** Trainee Engineer

Duration:Jun-2015 to Oct-2016

***INTERNSHIP***

**CRAFTSMAN AUTOMATION PVT. LTD, having machining facility for** engine components cylinder head and block

***KEY SKILLS***

* Ability to grasp quickly.
* Good at tact and manage to maneuver.
* Ability to adopt in different situations.

***HOBBIES***

* Reading newspapers and novels.
* Travelling and interacting with peoples.

***PERSONAL MEMORANDUM***

Father’s Name : Mr. Abdul Sadique Mother’s Name : Smt. Nazma Sadique

Marital Status : Married

Date of Birth : 25 May 1990

**DECLARATION**

I hereby declare that all the details provided above are true to best of my knowledge.

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# (Mohd Sajid)

**Place:** New

**Date:** 07-July, 2023