



Abdul Fazil

SUMMARY

Accomplished and energetic Automotive Service Manager with a solid history of achievement in the Automotive industry. Motivated leader with strong organizational and prioritization abilities. Areas of expertise include Management, Achievement, and Decision making.

WORK EXPERIENCE

Service Manager
Kisan Trading Concern

6 Years

Responsibilities:

- Plan, organize or manage the work of subordinate staff to ensure that the work is accomplished in a manner consistent with organizational requirements.
- Collaborate with other managers or staff members to formulate and implement policies.
- Direct activities of staff performing repairs and maintenance to equipment, vehicles, and facilities.
- Manage other ASE certified mechanics and ensure that the work is performed correctly to satisfy customers.
- Test drive vehicles, and test components and systems using equipment such as an infrared engine.
- Confer with customers to obtain descriptions of vehicle problems, and to discuss work to be performed on the vehicle.
- Repair and service air conditioning, heating, engine-cooling, and electrical systems.

SKILLS

- **Communication Skills:** Conversing with clients to provide them the best service. Taken on customer feedback to give them each a personalized experience with the company. Communicating all needs with the client to fully understand what they are looking for.
- **Team-working Skills:** Communication within the team was also essential in order to build a good team and to improve the company's growth. Working as a part of big team, I helped to construct a regime that would utilize every individual's skills. This enhanced productivity and reduced confusion.
- **Organization Skills:** Organizing tasks reduced delay due to a **structured and fast-paced working** environment, because we created objectives to follow and targets to meet when completing tasks.

CERTIFICATES

- Certificates of one year **Advance Diploma in Computer.**
- Certificate of **DE EV & Electrical System (Diagnostic Training).**
Asia Pacific Overseas Training Center - Nepal
- Certificate of **Solis Product**
Kisan Earthmovers pvt.ltd- Nepal

CONTACT

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EDUCATION

Diploma
BSS Diploma in Mechanical Engineering
Techniques.
2020-2022

Intermediate
Board of High School and Intermediate
Education U.P.
2012,

High School
Board of High School and Intermediate
Examination U.P.
2010