

**IMTIYAZ   
keesara mandal RR Dist,**

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| CAREER OBJECTIVE |

To be a potential resource to the organization where I can utilize all my skills and knowledge which would help the organization to grow and further enhance my growth profile. It would be my never ending dedication to maintain the Spectrum of Integrity, honesty and Character.

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| EXPERIENCE |

**Company** [**Max Garage**](http://maxgarage.ae/)

Max Garage is a full service automotive solutions company which has earned a reputation for providing reliable service and sound counsel for all its customers various auto repairs and service needs. With over three decades of experience in the Middle East, Max Garage, has established long-term relationships with its loyal customers who have grown to depend on the Max guarantee of efficient, Cost-effective and personalized service.

Designation : Service Adviser

Duration : December 2014 & continuing

**Responsibility & Duties**

* Receive Customer Vehicles for Service and Repair Jobs.
* Understand the customer needs and requirements and accordingly raise repair job card.
* Provide detailed explanation on jobs to be carried out on vehicle.
* Provide detailed explanation and technical justification for additional repairs with cost Estimate and obtain approval from customers.
* Advise customers on the required vital jobs.
* Resolve Customer Complaints and ensure customer has positive ownership experience.
* Regularly follow up with Workshop controller and technicians on his vehicles and update Customers regularly on the job progress and ensure delivery of the vehicle at the promised time.
* Prepare Invoices on job card and arrange for delivery of vehicles.

As service adviser and car mechanic for Paramount Auto Bay, 2014

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| **DEGREE** | **YEAR** | **INSTITUTION** | **MARKS** |
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| Tenth(SSC) | 2007-2008 | ST NISSI HIGH SCHOOL | 65% |
| INTERMEDIATE | 2008-2010 | SRI Chaitanya junior kalasala | 65% |
| B.TECH(MECH) | (2010) | HOLY MARY INSTITUTION OF TECHNOLOGY | 70% |

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| ACADEMIC QUALIFICATION |

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| INDUSTRIAL TRAINING |

* Completed my industrial training at **A.T.I (ADVANCE TRAINING INSTITUTION)**.
* Internship at Paramount Auto Bay as service adviser and car mechanics, certified by NSdC

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| PROJECT WORK |

* Working with project on SENSOR BASED GEAR IDENTIFICATION SYSTEM in college premises under concerned guidance of lecturer.
* Working with mini project on STUDY OF FRANCIS TURBIN IN HYDRO ELECTRIC PLANT.

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| TECHNICAL SKILL |

* M.S Office(MS-Word, MS-outlook MS-PowerPoint, MS-Excel)
* Typing skills

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| STRENGTHS |

* Self-motivated & Active participator
* Positive attitude
* Sincere and Hard working

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| HOBBIES |

* Listening music
* Playing cricket, foot ball
* Social networking

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| ACHIEVEMENTS |

* Achieved ‘A’ certificate in **jntu D zone cricket tournament**.
* Achieved a certificate for AWARENESS COURSE ON CNC MACHINING in (A.T.I )

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| PERSONAL PROFILE |

Name : Pasha  
Father’s name : Mohammad Fakruddin  
Marital status : Unmarried  
Gender : male  
Nationality : Indian  
Religion : Muslim  
Languages known : English, Hindi and Telugu

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| DECLARATION |

I hereby solemnly declare that above furnished information is true to the best of my knowledge and belief.

Date:

Place: Dubai