

**Marvin C. Tutor**

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"With a profound commitment to critical thinking, exemplary time management, and empathetic

communication, I am dedicated to delivering optimal results and bespoke solutions that effectively

address customer needs. My adeptness at understanding and appreciating diverse perspectives empowers

me to offer efficient and compassionate customer service, ensuring that each client's unique requirements

are met with utmost professionalism and care."

**PROFESSIONAL EXPERIENCE**

**09**

**/22 - 09/**

**24**

**Immediate Service for Car Repair Workshop**

**Automotive Mechanic**

It is a establisment workshop located at Sabt Al alayah Jeddah Balqarn Aseer Region , Saudi Arabia

•

Executed comprehensive underchassis repairs

•

Conducted detailed diagnostics of vehicle electrical systems

•

Performed routine and preventative vehicle maintenance

•

Carried out precise wheel alignment and tire balancing services

**12**

**/21 - 08/**

**22**

**American Technologies Inc.**

**Fleet Maintenance Coordinator**

Fleet vehicle monitoring to ensure the safety of the passanger and the driver.

•

Conducted routine and preventative vehicle maintenance

•

Executed underchassis repair and reconditioning

•

Monitored vehicle performance and conditions

•

Performed daily vehicle check-ups

•

Diagnosed and resolved vehicle issues

**08**

**/19 - 01/**

**20**

**PGA Cars Inc.**

**Automotive Technician**

•

Performed underchassis repair and reconditioning

•

Conducted vehicle routine and preventive maintenance

•

Carried out vehicle pre-delivery inspections

•

Executed basic vehicle programming

•

Diagnosed electrical issues

•

Performed wheel alignment and balancing

•

Communicated with customers to address their concerns

**11**

**/17 - 12/**

**18**

**Chevrolet Greenhills**

**Automotive Mechanic**

•

Performed Underchassis Repair and Recondition

•

Performes Vehicle Maintenance

•

Performed vehicle pre delivery inspection

•

Performed wheel alignment and balancing

•

Communicate with the customer concern



**02**

**/17 - 10/**

**17**

**Spi Crm Inc.**

**Customer Service Representative**

•

Helping customer concern about their service that been received

•

Providing information to the customer to keep them in touch with the service that they avail

**EDUCATION**

**05**

**/18 - 05/**

**21**

**Don Bosco Institute of Makati**

**Automotive Mechatronics**

•

Batch 6 of PTRCA scholarship under Porsche Management and DBTI

**05**

**/16 - 05/**

**18**

**Pasay City West Sr. High School**

**Automotive Mechanic**

**05**

**/12 - 05/**

**16**

**Pasay City West Jr. High School**

**PERSONAL INFORMATION**

•

Birth Place - Pasay City

•

Gender - Male

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Age - 24

•

Nationality- Filipino

**KEY SKILLS**

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Time Management

•

Problem Solving

•

Communication Skill

•

Basic Electrical servicing

•

Underchassis Servicing

•

Maintenance Servicing

•

Wheel alignment and wheel balancing

•

Computer Literate

**REFERENCES**

Muhammad Awad Jabel - Shop Supervisor, Immediate Service for Car Repair Workshop

0504331689

Arnold Tanguileg - Fleet Maintenance Manager, American Technologies Inc.

09561552575

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Patricia Gonzales - PTRCA Admin Assistant, Porsche Training and Recruitment Center Asia

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