

PAT BAKER

123 Silly Street, Oakville, ON J8H 3D0
p_baker@gmail.com or 613-545-4545

HIGHLIGHTS OF SKILLS

- Sound automotive theory and mechanical knowledge
- Valid G driver's license with a clean driving record; owner of a Ford F150
- Demonstrated ability to identify customer needs through effective problem solving
- Ability to communicate complex information to clients, mechanics, technicians and other department personnel
- Able to welcome customers, handle cash, and promote products

EDUCATION

Motive Power Fundamentals – Parts and Counter Personnel Certificate 2014-2015
Loyalist College, Belleville, ON

Some relevant courses include:

Parts and Supplies, Business Communications, Trade Calculations, Applied Work Practices

Ontario Secondary School Diploma 2014
Oakville Secondary School, Oakville, ON

- Achieved high grades in Transportation Technology: Vehicle Maintenance class

WORK EXPERIENCE

Sales Clerk 2013-2015
Red Ball Radio, Belleville, ON

- Assisted customers in determining audio or video needs for car and home entertainment
- Ordered parts and electronics through online inventory database system
- Provided backup for Installer as needed to ensure deadlines where met

Cashier 2011-2013
Daisy Mart, Belleville, ON

- Handled cash, debit and credit transactions using a computerized cash system
- Remained calm in stressful situations; problem solved to ensure customer satisfaction
 - Provided customer service and dealt with unhappy customer's