



AAMIR NAZIR

Auto Mechanic

STATEMENT

Currently on Qatar Residence with immediate NOC available and ready to join, a 25-year-old passionate individual who is looking for a challenging position in a dynamic organization to contribute his set of skills in contributing to the achievement of the organization objective. I am a starter and excel at store management, parts inventories, and completing all necessary paperwork. I am familiar with proper standards of Auto-mechanic, in modern automotive & manufacturing industries and learning new procedures quickly.



Doha, State of Qatar (QID: 29858610924)



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Professional Certifications

Short Professional Diploma -
(Computing)

Toyota Pro Technician Diploma

Registration No. ARI-COM-271-10
Certificate Title: Customer First
Technical Department IMC for Team-21
18-29 July 2023

Toyota Technician Diploma

Certificate Title: Team-21 Training
Customer First Department
June 2023

Skills

MS Office Package

Automotive Technician

Competency

Excellent Management Skills Talent for
Relationship Building Strategic
Influencing
Creative & Innovative
Balanced Optimism
Focused & Concentrate
Competitive
Tendency to Accelerate

Personal Competencies

Self-Awareness
Self-Management
Target Oriented
Professional Behavior
Commitment to Quality
Social Responsibility
Continues Learning

EXPERIENCE

Mowateer Car Assembly

Doha - State of Qatar
23-10-2024 - 25 - 12 - 2024
Auto Mechanic



- **Vehicle Diagnostics and Troubleshooting:**
 - Use advanced diagnostic equipment and tools to identify issues in the engine, transmission, brakes, suspension, exhaust system, electrical, and other vehicle components.
 - Conduct comprehensive inspections of vehicles to determine necessary repairs and recommend corrective actions.
- **Repair and Maintenance:**
 - Perform repairs and replacements of worn or damaged vehicle parts, including engine components, transmissions, brakes, electrical systems, steering, suspension, exhaust systems, and more.
 - Complete scheduled maintenance tasks such as oil changes, tire rotations, brake inspections, and fluid replacements.
 - Utilize specialized tools and equipment to carry out repairs in a safe and effective manner.
- **Customer Interaction:**
 - Communicate with customers to explain vehicle issues, the recommended repair plan, and the expected timeline.
 - Provide accurate cost estimates for repairs and maintenance services.
 - Ensure high-quality customer service and satisfaction by addressing concerns and providing professional advice.
- **Technical Expertise:**
 - Apply in-depth knowledge of automotive systems, parts, and repair techniques.
 - Stay updated on the latest automotive technologies, repair methods, and industry best practices.
 - Diagnose and repair complex mechanical and electrical issues with minimal supervision.
- **Record Keeping and Documentation:**
 - Maintain accurate and detailed records of services performed, parts used, and labor hours for each vehicle.
 - Ensure proper documentation of diagnostic results, repairs, and maintenance activities to support warranty and service history.
- **Safety and Quality Standards:**
 - Follow safety protocols and use personal protective equipment (PPE) to ensure a safe working environment.
 - Adhere to workshop procedures and industry standards to ensure high-quality repairs and customer satisfaction.
 - Perform quality control checks on all work to ensure repairs are done correctly the first time.
- **Inventory and Parts Management:**
 - Manage and track parts inventory to ensure timely availability of necessary components for repairs.
 - Order parts from suppliers as needed and maintain relationships with vendors for cost-effective sourcing.
- **Team Collaboration:**
 - Work as part of a team with fellow mechanics, technicians, and workshop staff to complete jobs in a timely and efficient manner.
 - Provide mentorship and training to junior mechanics or apprentices if applicable.

EXPERIENCE

- handling goods, equipment, and the warehouse/store environment.
- Keeping track of items that may have specific storage or handling requirements (e.g., hazardous materials).
- **Assist in Stocktaking and Order Fulfillment:**
 - Helping with stocktaking procedures and ensuring accurate order fulfillment.
 - Picking, packing, and preparing items for dispatch based on customer or store orders.

Beyond Lighting Factory W. L. L

Doha, State of Qatar

01-03-2024 - 21-10-2024

BEYOND
LIGHTING FACTORY

Machine Preventative Maintenance Supervisor

- Planning, prioritizing, assigning, supervising, reviewing and participating in all tasks related to facility maintenance
- Following methods and schedules for facility maintenance
- Responsibly handling emergency situations or after-hours calls for repair and maintenance
- Taking part in developing maintenance policies and standards for the factory
- Coordinating training sessions in facility maintenance, safety procedures, and QA/QC methods
- Planning daily tasks and delegating them to Maintenance Technicians and other professionals
- Following and contributing to preventive maintenance standards for factory and equipment
- Routinely inspecting various elements of buildings and grounds, like elevators, fire alarms, security cameras and sprinkler systems

Toyota Motors Pakistan

Azad Jammu Kashmir- Pakistan

2020 - 15-01-2024



Automotive Floor Supervisor:

- Plans, assigns, and supervises a group of technicians in the operation of Toyota electrical workshop
- Pro in installation and service of Toyota Vehicles electronic devices
- Prepares cost and materials estimates
- Returning the daily progress report to QA/QC
- Efficiently and accurately repair a wide range of vehicle systems including engines, brakes, and HVAC.
- Listen actively to the company's concerns and communicate complicated technical information in an understandable way.
- Use a computerized diagnostic system to detect and diagnose mechanical faults with 99%+ accuracy and recommend repair options.
- Remain vigilant to potential health and safety hazards and keep the workshop area clean and attractive.
- Expected to report to work on time and to remain on the job throughout the regular working hours.
- Contribute to total customer satisfaction by proper and timely execution of repair.
- Carry out service and repair with zero repeat repairs
- Finishes work within flat rate time
- Responsible for maintaining the company issued paint tools and machines.
- Using Bp repair manuals with all difficult repairs and keep self-updated with the BP service bulletins and BP technical information.
- Pass the company TMC certification examinations to improve skill level
- Performs other related duties as assigned.

EDUCATION

Board of Intermediate & Secondary Education, Azad Jammu Kashmir

2013-2017

Factuality of Arts (FA)

HOBBIES



Music



Cricket



Watching Movies



Star Gazing



Reading Books