



JOSEPH OCHIENG OJIJO

(Service Advisor)

CONTACT

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in JOSEPH OJIJO

PERSONAL DETAILS

Nationality : **Kenya**
Driving : **VALID QATAR**
Licence : **LIGHT DRIVERS**
QATAR : **AVAILABLE, VISA**
: **TRANSFERABLE**
POSITIO : **FLEET SERVICE**
: **COORDINATOR**

SKILLS

■ Fleet Management
■ Transportation
■ Customer Service ■ Hard Worker
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ACHIEVEMENTS & AWARDS

COMPUTER APPLICATION

LANGUAGES

■ FLUENT ENGLISH ■
BASIC ARABIC

CAREER OBJECTIVE

Experienced Service advisor with technical knowledge in tires. Looking to utilize my skills and abilities for organizational and professional growth while being resourceful, innovative and flexible.

EXPERIENCE

Service Advisor

2013 - 2024

**NASSER BIN KHALID & SONS (Michelin
Tires Division) -QATAR**

- Greeting customers and directing them to an available technician
- Consulting technicians about needed repairs and alternatives that can be offered instead of expensive ones
- Answering customer questions about service outcomes and consulting with Technicians when necessary.
- Informing customers about potential cost savings and warranty protection.
- Assisting the customer about deciding to fix their car.
- Overseeing and managing showroom's scheduling and workflow.
- Informing customers about changes in service and when their vehicle is ready for pick up.

INTERESTS

MUSIC, SOCIAL
ACTIVITIES

FLEET SERVICE COORDINATOR

AUTOMOTIVE MANAGEMENT SERVICES (AMS)—

Mogadishu Somalia

2014 - 2018

- Advice on suitable tire models & makes for the organization based on performance tracking reports.
- Daily tire movements monitoring and documentation.
- Supervise the tire bay staff.
- Produce monthly tire consumption records.
- Carry out weekly fleet inspections with an aim to effective preventative tire maintenance

TIRE MAN

Qatar Primary Materials Company-
(QPMC)◦ Tire inspection and
monitoring

2010 - 2012

- Identify and inflate tires as per manufacturer's specifications.
- Raise vehicles, using hydraulic jacks.
- Remount wheels onto vehicles.
- Locate punctures in tubeless tires by visual inspection or by immersing inflated tires in water baths and observing air bubbles.
- Unbolt wheels from vehicles and demount them, using lug wrenches and other hand and power tools
- Apply rubber cement to buffed tire casings prior to vulcanization process.
- Reassemble tires onto wheels.
- Drive automobile or service trucks to industrial sites to provide services or respond to emergency calls.
- Replace valve stems and remove puncturing objects.
- Rotate tires to different positions on vehicles, using hand tools.

EDUCATION

Kenya Certificate of Secondary Education

1996

REFERENCE

AVAILABLE ON REQUEST -