

FRANK GUEVARA

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6425 N. Francisco Ave.



EDUCATION

DIPLOMA IN AUTOMOTIVE TECHNOLOGY

NASCAR technical institute,
Mooresville, NC June 2022

COMPLETED COURSEWORK TOWARDS BACHELOR OF SCIENCE (B.S) IN DENTISTRY

Malcolm X College, Chicago, IL
January 2018

SKILLS

- Work planning and prioritization
- Time management
- Attention to detail
- Issue analysis
- Verbal and written communication
- Hardworking and dedicated
- Team player

PROFESSIONAL EXPERIENCE

AUTOMOTIVE TECHNICIAN

LEADER AUTOMOTIVE TOYOTA, LINCOLNWOOD, IL | February 2023 - Current

- Perform multipoint vehicle inspections
- Diagnose customer vehicle concerns
- Perform repairs/replace vehicle components
- Work with XTIME/CDK software to provide proper documentation, improve customer relationship and communication.

CUSTOMER SALES ASSOCIATE

DICK'S SPORTING GOODS, CONCORD, NC | March 2021 - July 2022

- Increased team profits by effectively managing time and resources to meet and exceed sales targets
- Helped customers with questions and orders
- Pushed my team to achieve and exceed sales goals

PRODUCTION ASSEMBLER

S&C ELECTRIC COMPANY, CHICAGO, IL | February 2019 - January 2021

- Worked 5 different stations to provide optimal coverage and meet production goals Reviewed project specifications and drawings prior to assembling complex pad mounted gear (PMG) components to better understand assignments and expected deadlines
- Regular team meeting to brief the team around updates and sharing the daily performance
- Assigned employees to work stations within my section assigned, and trained incoming employees.

SERVER

LOS ARCOS, CHICAGO, IL | January 2018 - February 2019

- Collaborated with managers and kitchen staff to provide outstanding customer service
- Executed quality assurance practices to provide positive customer dining experiences
- Offered customers efficient service to maintain high satisfaction