Carl Brown  
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[email]

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**Job Objective:**

 To obtain a Dealership Porter position with growing firm in which to enhance my abilities and be a positive influence on company.

**Highlights of Qualifications:**

* Remarkable experience of dealership management services
* Profound knowledge of good deals
* Familiarity with customer services
* Skilled in handling dealers effectively
* Ability to operate automatic and manual vehicle transmissions
* Ability to work in outdoor conditions
* Ability to operate 750lb motorcycle

**Professional Experience:**

Dealership Porter  
Bob Moore Auto Group, Osage City, KS  
August 2007 – Present

* Maintained parking lot neat and organized.
* Removed debris from driveway and sidewalks.
* Maintained the vehicles clean inside and outside.
* Ensured that service department was kept clean.
* Restocked coffee and other related supplies in service department.
* Assisted technicians in vehicle maintenance services.
* Prepared new and used vehicles for customer delivery.
* Reported any damages and accidents to Supervisor.

Dealership Porter  
Korum Automotive Group, Osage City, KS  
May 2004 – July 2007

* Ensured cleanliness of dealership office at all times.
* Cleaned showroom, kitchen and bathroom.
* Assisted in transporting cars to designated locations in lot.
* Washed and cleaned cars periodically.
* Replaced batteries and replenished vehicle fluids when necessary.
* Prepared key tags for vehicles.
* Maintained buyer guides and stock tags for each vehicle.
* Arranged cars in lot as per dealership display standards.

**Education**

High School Diploma  
Refugio High School, Santa Ynez, CA