

Margaret Harris
1300 Joseph E. Boone Blvd NE
Atlanta, GA 30314

rabbitharris113@gmail.com
470-866-9962

SUMMARY

I am interested in finding full-time opportunities in automotive service. Willing to work in/relocate to Atlanta, GA.

WORK EXPERIENCE

Auto Shop Apprentice, City Of Refuge - NAPA Auto Shop

Atlanta, GA — November 2022 - December 2023

- Responsible for the organization, repair, and detailing of fleet vehicles.
- Reflect and maintain excellence and safety through the proper care of the vehicles.
- Develop stronger customer service and satisfaction skills by interacting with other staff members whilst managing fleet, and with regular customers.
- Maintain shop's appearance and cleanliness.
- Work under leadership of ASE Master Technician and gain job-training experience and readiness.

Clicklist Clerk, Kroger

Atlanta, GA — April 2020 - October 2020

- Pick items from shelves for Online Pickup Orders
- Organize Items and Prepare them for Customer Pickup
- Deliver groceries to customer's cars upon Pickup and Assist in Loading their vehicles
- Aid in Creating a Contactless Pickup Option for Customers during World-wide pandemic

EDUCATION

City of Refuge ATL

Atlanta, GA

NAPA Auto Tech Program

Graduation Date: March 2023

Gwinnett Technical College

Alpharetta, GA

Psychology

Graduation Date: September 2019

Atlanta Public Schools

Atlanta, GA

GED Completion

Graduation Date: August 2017

CREDENTIALS



ALI

Automotive Lift Institute - Lifting it Right: School Edition

Dec 2022 - Dec 2023



S/P2

Automotive Service Safety

Dec 2022 - Dec 2023

Automotive Service Pollution Prevention

Dec 2022 - Dec 2023

Supervisor's Course

Dec 2022 - Dec 2023

Land that Job! Building a Resume

Dec 2022 - Dec 2023

Land That Job: Interview Skills for Automotive Students

Dec 2022 - Dec 2023

Ethics and YOU in the Automotive Industry

Nov 2022 - Nov 2023

Preparing a Vehicle for Service and Working With Customers

Nov 2022 - Nov 2023

Time for a Team Huddle! Running Successful Team Meetings

Dec 2022 - Dec 2023

S/P2 Electric Vehicle Safety

Dec 2022 - Dec 2023



Valvoline

Valvoline: Motor Oil 101

Dec 2022 - Dec 2023

Valvoline: Automotive Fluids 101

Dec 2022 - Dec 2023

Valvoline: Automotive Chemicals 101

Dec 2022 - Dec 2023



WD-40

WD-40: Cleaning, Storage, and Maintenance of Tools and Equipment

Dec 2022 - Dec 2023

RELEVANT JOB SKILLS

- Public Speaking Experience from High School Courses
- Advanced-Level Experience and Training in Microsoft PowerPoint & Word
- Career Readiness Training and Professional Resume Building Training
- Advanced-Level Ability with Digital and Technology Devices/Programs
- Advanced Experience in ProPresenter 6