

Andrew Ortega

MANAGER/SUPERVISER

Lewisville, TX

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Looking for a or full-time position with an Organization that provides an atmosphere of mutual growth and benefits, where I can show my potential and skills

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

MANAGER

MEINEKIE CAR CARE - Lewisville, TX

January 2023 to Present

- Front counter engaging with customers
- Sold parts to customers over counter
- Kept engaged with customers updated via phone call while there vehicle was in the bay
- Sales
- Communicated with venders
- Familiarity with shop policy
- Kept up with shop inventory
- Employee engagement (show face)
- Team building/ encouragement
- Multitasking

All wheeled vehicle mechanic

U.S. Army - Fort Hood, TX

July 2019 to January 2023

As a squad leader, I would be in charge of conducting maintenance, and replacing parts that would need replaced. As gaining a position in the CRT team (Critical Response Team), I would also respond to vehicles in emergency and to quickly assess the situation to fix the vehicle on the spot. As being part of the wrecker team, I would tow large 40,000 - 60,000lb trucks out of their current position to a safe zone. As squad leader I had earned the spot with my peers as well as their respect. Being in charge and responsible for other soldiers gave me the drive to keep me motivated to do better not only for me but to never quit and keep going.

Correctional officer

Geo group - Adelanto, CA

2017 to March 2019

- Sent inmates to proper classes, programs, dental office, and RNR
- Several bunk/locker searches a day
- Dorm room officer, yard officer, perimeter, utility officer etc..
- Transport inmates property

- Circulated inmates through chow hall
- Dorm checkups
- Transport mail to inmates
- Inmate count several per shift
- Priority Code 1 responder
- Council inmates

Security Officer

Red Earth Casino - Salton City, CA

2016 to 2016

- Secure casino
- Escort minors (out casino)/bartenders/ATM carts/IT into cage, etc
- Report contact with patients to supervisor
- Perimeter check around gas pumps, diesel pump and RV station for any oil spills, leaks, trash detail, etc

Security Officer

Securitas - El Centro, CA

2015 to 2016

- Observe and report
- Keep the full site secure
- Document Repeated rounds through site
- Western Mesquite mines
- Monitor observed at IID (Imperial irrigation district)

Car audio installer

Big J fencing - Brawley, CA

2012 to 2013

- Installed sound equipment
- Performed troubleshoot on the on the electronic equipment to diagnose the malfunction using various instruments as voltmeters.
- Performed regular checks on audio systems such as checking the speakers, replacing the butt connectors and checking the fuses
- Built and installed speaker boxes

General Laborer

Big J fencing - Brawley, CA

2009 to 2013

Brawley, Ca

General Labor

- Installed, removed, repaired and replace fences (chain-link, wood and privacy) at industrial establishments and residences
- Installed/replaced privacy slats
- Mixed and poured cement
- Loaded/unloaded trucks
- Welded metal materials
- Forklift, bobcat, and other heavy machinery operator
- Delivery driver
- Basic mechanic maintenance

- Served as backup receptionist

Education

San Joaquin Valley College - Hesperia, CA

April 2015

Skills

- Automotive Diagnostics
- Automotive Repair
- Tow Truck
- Law Enforcement
- Mechanic Experience
- Vehicle Maintenance
- Bilingual
- Customer service
- Analysis skills
- DocuSign (3 years)

Military Service

Branch: United States Army

Service Country: United States

Rank: Specialist

June 2019 to January 2023

Additional Information

Skills

- Sales
- Customer service/engagement
- Affective oral and communication skills
- Active listening skills
- Capable of assessing, processing and evaluating situations effectively
- Ability to identify critical issues quickly and accurately
- Attention to detail/observant to out of ordinary behavior
- Ability to mediate conflict with tact, diplomacy
- Immediate actions taken
- Quick learning skills
- Affective verbal judo
- Professional attitude/attentive to work