

Gabriel D Perugini

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EXPERIENCE

Mercedes Benz, Westminster CO — Advisor Assistant

July 2019 - May 2020

As an advisor assistant it is imperative to help in all aspects of the job to allow a smooth and easy transition from service to back out on the road for the customer. This includes scheduling appointments, arranging valets/shuttles, receiving inbound calls/messages while also giving outbound calls about appointments, status updates and estimates. At all times keeping continuous communication between technicians and customers ensuring accurate service. As an advisor assistant you often handle sensitive customer information like credit card numbers, home and office locations and multiple points of contact. Confidentiality is always a priority in keeping customer information safe.

MCCADDON Cadillac, Boulder CO — GM Apprenticeship

March 2019 - July 2019

Responsible for services including all fluid and filter services as well as tire patches and seasonal swaps. Brake services including rotor resurfacing, pad replacement, flushes etc. Fundamental recalls, software updates and Takata airbag replacements. Frequent 2 and 4 wheel alignments. Completed suspension and drivetrain services replacing ball joints, universal joints, tie rod ends, shocks and struts, leaf springs drive shafts, pinion seals, wheel bearings, axle shafts and etc. GM certificates acquired.

Fisher Honda/Acura, Boulder CO — Acura Apprenticeship and Express Lube

October 2018 - March 2019

Perform Acura Express Lube services including engine oil, automatic transmission, transfer case, and differential fluid changes. Carrying out routine seasonal tire swaps as well as balances, rotations, installation of new tpms sensors, and occasional tire patches. Furthermore upkeep of all basic maintenance items. Ie. Engine/Cabin air filters, wiper blades and

SKILLS

2+ years consulting/sales experience

2+ years of automotive experience

Communication and interpersonal skills.

Extremely good bedside manor/hospitality.

Ability to keep calm under pressure.

Active Listener.

Can type 75/wpm +

Excel/Word/Powerpoint sufficiency

Experience handling/operating high end luxury vehicles

Have a full set of tools/toolbox, whatever I do not have I'll buy

Pursuing ASE certification

Specializing in hybrid and electric vehicles

AWARDS

Pacesetter Award: Achieved award for setting the pace for other students at HOSA (Health Occupation Students of America)

Medical Ambassador: Selected to be a medical ambassador for Bollman Tech. at Saint Anthony's North Hospital

inserts, bulbs/fuses and replacement of damaged trim pieces. Lastly, assist line techs and master techs with all services for apprenticeship.

Sill-TerHar Motors Inc, Broomfield CO — *Luxury Service Adviser Assistant (for Lamborghini, Aston Martin, Maserati, Jaguar, and Lincoln)*

May 2018 - August 2018

Scheduling appointments, arranging valets/shuttles, receiving of inbound calls/messages. Giving outbound calls about appointments, status updates, estimates. Management of 20+ car loaner fleet.

Sill-TerHar Motors Inc, Broomfield CO — *Lot Technician*

August 2017 - May 2018

Delivering customer vehicles, shuttling customers, organization of vehicles on lot, general maintenance of lot, attending to customers needs, helping mechanics by maintaining a clean & stocked shop.

Which Wich Superior Sandwiches, Westminster CO — *Manager/Shift Lead*

May 2016 - August 2017

Full client interaction to help satisfy customers needs, cashier/handling money, general sanitation, closing up the store at the end of the night as well as balancing the cash drawer and safe, maintaining daily quotas of donations received for boys and girls club, maintaining daily quotas of surveys taken in, while upholding a good customer satisfaction rating.

Saint Anthony's North Hospital, Westminster CO— *Medical Ambassador (Volunteer)*

January 2016 - December 2016

Interact with patients to fulfill requests, restock nursing carts, carrying out tasks for nurses, general sanitation.

EDUCATION

Legacy High School Broomfield CO — *GED*

MONTH 2013 - MONTH 2017

Bollman Technical Education Center, Thornton CO —*Certificate Obtained*

MONTH 20XX - MONTH 20XX

Medical Sciences 1 - 2

HPR 101

CNA Training (chose not to obtain at the time)

Gold Medal for Medical

Innovation: Placed 1st at state for medical innovation at HOSA (Health Occupation Students of America)

Bronze Medal for CERT:

Placed 3rd at state for CERT (Community Emergency Response Team) at HOSA (Health Occupation Students of America)

LANGUAGES

English is my primary language

Semi fluent in spanish (enough for basic communication)

Continuing Spanish Education

