Resume

Rudy N

Professional Summary

Reliable and skilled automotive professional with extensive experience in parts, service, and customer support. Known for strong work ethic, attention to detail, and commitment to safety and teamwork. Proven ability to manage operations, train staff, and deliver high-quality service in fast-paced environments.

Core Skills

• Automotive Repair & Maintenance
• Parts & Inventory Management
• Customer Service & Sales
• Team Leadership & Training
• Facilities & Asset Protection
• Mechanical & Electrical Troubleshooting
• Time Management | Reliability | Communication

Work Experience

Owner/Operator
Breeze Racing, Lawrence, KS | Jan 2010–Present
- Maintain and restore specialty vehicles for private collectors; support motorsports events and routine testing.
- Provide technical expertise and hands-on repairs for 70+ vehicles over 20 years.

Retail Parts Professional
Advance Auto Parts, Lawrence, KS | Mar 2023–Feb 2024
- Managed evening operations, including sales, customer service, and facility security.
- Performed battery installations, diagnostics, and trained new staff.
- Supported leadership transitions and exceeded sales goals.

Associate Representative
General Dynamics IT, Lawrence, KS | Nov 2014–Jan 2019
- Delivered customer service for Medicare beneficiaries; resolved inquiries and ensured compliance.

Education

Bachelor's in Legal Studies, Washburn University, Topeka, KS

Associate of Applied Science, Paralegal Studies, JCCC Overland Park, KS

Certifications & Assessments

- Automotive Maintenance (Proficient)
- Mechanical Knowledge (Proficient)
- Customer Service & Reliability (Proficient)
- Management & Leadership (Proficient)
- Administrative Assistant/Receptionist (Proficient)