
Courtesy Driver Resume

Job Objective

Looking for the opportunity to put my driving skills and experience to work for company by filling a position as a Courtesy Driver with your company

Highlights of Qualifications:

- CDL Class B with passenger and air brake endorsements
 - Ability to deliver and pick up customers in a prompt and polite manner
 - Ability to operate an automobile
 - Ability to drive manual transmission vehicles
 - Ability to read and comprehend written instructions and information
 - Ability to perform pre-trip and post-trip bus inspection.
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Professional Experience:

Courtesy Driver

Dollar Thrifty Automotive Group, Clinton, OK

August 2005 – Present

- Delivered and picked up customers in a prompt and polite manner.
- Assisted in maintaining the professional appearance of the service department and the courtesy van.
- Scheduled to have van washed when necessary.

Courtesy Driver

Advantage Rent A Car, Clinton, OK

May 2000 – July 2005

- Checked oil with each fill-up and got annual safety inspections.
 - Parked van securely on premises before leaving for the day.
 - Complied with all company policies, procedures and safety standards.
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Education:

High School Diploma

Arthur Mennonite School, Arthur, IL

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