

Garry Q. Bulatao

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To whom it may concern,

I saw your posting for a new 'Heavy Equipment Mechanic' with interest as a qualified and experienced Heavy Equipment Mechanic. I believe I would be a significant addition to your company given my employment and experiences as a Heavy Equipment Mechanic at REZAYAT SPARROW ARABIAN CRANE HIRE CO.LTD.

As a Heavy Equipment Mechanic with more than 12 years of experience, I am skilled in equipment assessment, diagnostics, and preventative maintenance. In addition, while my work experience has given me a well-rounded skill set, including exceptional problem-solving and interpersonal skills, I am also trained in:

- Performing scheduled maintenance on both construction and road vehicles.
- Vehicle inspections for wear, tear, and maintenance.
- Damaged machinery and components repair.
- Evaluating vehicle systems and overhauling engines.

I have a solid educational foundation and a passion for heavy equipment repair. I would be honored to have the chance to help you prosper by doing quality repairs and upholding a high standard of client satisfaction.

To learn more about my experience and accomplishments, please check the resume I've attached. Thank you for your time and consideration and I hope you have a nice day.

Sincerely,

Garry Q. Bulatao

GARRY Q.BULATAO

**Block 3 Lot 24 St. Rita, BF Topman Homes 2, Soldier Hills 4,
Molino 6, Bacoor, Cavite**
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JOB OBJECTIVE: Heavy Equipment Mechanic position that utilizes my skills, experiences, which enables me to make a positive contribution to the organization.

WORKING EXPERIENCE:

Company: TAC FURNITURE & INTERIOR INC

Position: Company Mechanic

Duration: September 2000 to 2006

Company: REZAYAT SPARROW ARABIAN CRANE HIRE CO.LTD.

Position: Driver/Heavy Mechanic/Company Mechanic

Duration: October 15, 2006 up to present

SKILLS AND ABILITIES:

- ❖ Strong experience in maintaining, repairing, and replacing diesel/gasoline engine, trucks, and all types of vehicles and heavy equipment and tools
- ❖ Ability to effectively repair, modify and overhaul complex constituents of equipment
- ❖ Ability to troubleshoot the problem and repair the equipment accordingly
- ❖ Skilled to order parts required to repair the machinery
- ❖ Skilled to read and comprehend instruction provided by manufacturer as well as adhere to an inspection procedure checklist
- ❖ Ability to maintain records of schedule and preventive maintenance carried on equipment
- ❖ Crane maintenance: Hydraulic Rough Terrain & Mobile Telescopic Crane
 - Tadano TR-500EXL/TR-600EXL/GR-700EX/ATF 110- G/ATF160-G
 - Liebherr LTM 1080/LTM 1090/LTM 1160
- ❖ Responsible for the running diagnostic tests on vehicles and analyzing results
- ❖ Test driving vehicles to gauge performance
- ❖ Ensuring the cleanliness of the work area

ON-THE-JOB TRAINING:

Company: VICTORY LINER INC.

Position: Helper Mechanic

Duration: April 5-30, 1999

Company: BULATAO AUTO REPAIR SHOP

Position: Helper Mechanic

Duration: January 1998-2000

EDUCATIONAL ATTAINMENT:

Vocational Degree: Auto Diesel Mechanic

University: Marian Educational Center

Date Graduated: March 31, 1999

PERSONAL INFORMATION:

Birthdate: February 9, 1981

Civil Status: Married

Height: 5'7

Weight: 75 Kg