JASMINE PRUITT

PARTS DRIVER

CONTACT

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SKILLS

- Customer Service
- Basic Mechanical Skills
- Auto Parts Identification
- Delivery Invoices
- Core Returns
- GPS Navigation
- Safe Driving
- Vehicle Inspection
- Time Management
- Positive Attitude

EDUCATION

High School Diploma

05/2023

Winnetonka High School

Kansas City, MO

Automotive Technology Program

CERTIFICATES

Missouri Class F Driver License, Clean Driving Record

06/2022

Missouri Department of Revenue

SUMMARY

Parts driver with 1 year of delivery experience at an auto parts store and basic mechanical skills from a high school automotive program. Runs 35+ deliveries a day to repair shops and dealers, verifies part numbers before leaving the counter, and brings a positive attitude and professional tone to every shop.

EXPERIENCE

Parts Driver

10/2025 - Present

Midtown Auto Parts Supply — Kansas City, MO

Independent parts store supplying 120 repair shops and two dealerships.

- Deliver **35+** orders a day of brakes, filters and batteries to repair shops in a company pickup.
- Check part numbers against delivery invoices with careful auto parts identification, keeping wrong-part returns under 1%.
- Collect cores and warranty returns from shops and log them for credit the same afternoon.
- Plan route order with GPS navigation around rush calls, holding average delivery time to 32 minutes.
- Perform a vehicle inspection before each shift and report maintenance needs, with safe driving and no tickets on record.

Lot Attendant

06/2024 - 09/2025

Northland Motors Service Center — Kansas City, MO

Service department at a dealership handling 60 repair orders a day.

- Moved 60+ customer vehicles a day between the service drive, bays and the lot.
- Checked tire pressure, fluids and wipers on incoming vehicles using basic mechanical skills.
- Shuttled customers to work and home, completing 15 rides a day on time.
- Organized the key board by repair order number, cutting search time for advisors.