

Gas Station Attendant

Robert Johnson

Professional summary

Motivated and reliable gas station attendant with experience delivering excellent customer service in high-volume environments. Skilled in fuel pump operation, inventory management, and ensuring safety standards are met. Known for a positive attitude and commitment to keeping operations running smoothly.

Experience

Fuel Attendant

June 2020 - Now

Speedway Gas Station, Dallas, TX /

- Operate fuel pumps to ensure safe and efficient fueling of vehicles, handling an average of 150+ transactions per day.
- Conduct regular safety checks, including inspecting fuel lines and safety valves, ensuring compliance with environmental regulations.
- Assist customers with questions about fuel types, store products, and local directions, ensuring high levels of satisfaction.
- Maintain cleanliness of the gas station grounds, ensuring a safe, clean, and welcoming environment for customers.
- Manage shift changeovers, handle cash transactions, and balance registers at the beginning and end of shifts.

Gas Station Attendant

January 2018 - May 2020

Chevron / Arlington, TX

- Provided customer service by greeting customers, processing payments, and offering recommendations for in-store purchases.
- Monitored fuel pumps and ensured equipment was functioning properly, reporting maintenance needs to supervisors.
- Helped manage inventory by checking stock levels, restocking products, and ordering supplies to avoid running out.
- Handled cash transactions and reconciled revenue, ensuring accuracy in daily balancing.
- Assisted in training 3 new attendants on company policies, safety procedures, and customer service expectations.

(123) 456-7890

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Dallas, TX

Education

High School Diploma

Dallas High School, TX

Graduated: 2017

Certifications

- OSHA Safety Certification (2024)
- CPR & First Aid Certified (2022)

Skills

Fuel pump operation	<div><div></div><div></div><div></div><div></div><div></div></div>
Customer service	<div><div></div><div></div><div></div><div></div><div></div></div>
Safety compliance	<div><div></div><div></div><div></div><div></div><div></div></div>
Inventory restocking	<div><div></div><div></div><div></div><div></div><div></div></div>
Cash handling	<div><div></div><div></div><div></div><div></div><div></div></div>
Cash register operation	<div><div></div><div></div><div></div><div></div><div></div></div>
Problem-solving	<div><div></div><div></div><div></div><div></div><div></div></div>
Time management	<div><div></div><div></div><div></div><div></div><div></div></div>
Conflict resolution	<div><div></div><div></div><div></div><div></div><div></div></div>

Languages

- Fluent in English and Spanish, able to assist Spanish-speaking customers.