

# KATEE GRANT

(705) 977-4313 | [KateeGrant96@gmail.com](mailto:KateeGrant96@gmail.com)

---

To whom it may concern,

My work history reflects a strong foundation in mechanical aptitude, safe work practices, and effective communication. Throughout my career, I have consistently demonstrated reliable problem-solving skills, attention to detail, and a deep commitment to teamwork.

In my role with Durham Transit, I have developed a disciplined approach to safety and precision. Working under demanding conditions that require focus, accountability, and adaptability. I am accustomed to split shifts, long hours, and unpredictable work schedules, and I take pride in maintaining consistent performance and reliability in all circumstances. My experience in troubleshooting, conducting routine inspections, and maintaining equipment has strengthened my understanding of mechanical systems and the importance of reliability in every task. I am confident and experienced with a wide range of hand and power tools.

Beyond technical expertise, I bring a strong work ethic and a proactive attitude toward learning and professional growth. I take pride in maintaining a safe, organized, and efficient workspace, collaborating closely with others to meet deadlines, and ensuring that all work meets or exceeds industry standards.

I am eager for the opportunity to contribute, learn, and continue developing within a dynamic environment that aligns with my long-term career goals. I am also available to relocate as needed.

Thank you for considering my application. I would welcome the opportunity to discuss how my experience, safety record, and commitment to excellence can benefit your team.

Sincerely,

*Katee Grant*

# KATEE GRANT

(705) 977-4313 | [KateeGrant96@gmail.com](mailto:KateeGrant96@gmail.com)

---

## AREAS OF EXPERTISE

---

- Possess a courteous and friendly demeanor
  - Demonstrate excellent communication and direction reading skills
  - Active listening skills and a creative problem solver
  - Confident and experienced with a wide range of hand and power tools
  - Energetic and adaptable work attitude
  - Committed to upholding the highest safety standards
  - Excellent problem solving skills, combined with confident decision making
- 

## EXPERIENCE

---

- Demonstrated strong mechanical aptitude through routine inspections, troubleshooting, and light maintenance
  - Upheld exceptional safety practices, following established procedures and participating in safety briefings and compliance checks
  - Consistently offer professional, friendly and engaging service
  - Manage several customers, accounts and sales simultaneously
  - Collaborated closely with coworkers, dispatch, and maintenance teams to ensure smooth service and quick resolution of issues.
  - Intricate knowledge of maps and reading route/roadways instructions
  - Complete appropriate paperwork and inspections
  - Strong knowledge of control panels and radio instruments
- 

## EMPLOYMENT SUMMARY

---

Durham Transit | City Transit Driver

The City of Kawartha Lakes | City Transit Driver

Cintas Canada | SSR/ Delivery Driver

---

## EDUCATION AND TRAINING

---

Valid CZM driver's license | OSSD | Clean drivers abstract | WHMIS certified | Level C CPR and safety training