

AUTO SERVICE TECHNICIAN JOB DESCRIPTION



The **Auto Service Technician** is responsible for the timely maintenance of vehicles to ensure safe and efficient operation. Our Service Technician will support onsite oil and filter changes, tire rotations, battery change, and windshield wiper change, amongst other routine maintenance needs, at the customer's location.

Compensation: Based on experience, training, and/or certifications.

Shift: Monday - Sunday (Paid bi-Weekly)

Must have a valid driver's license and be insurable.

Perks: Service vehicle, ipad, uniforms, and gas card provided.

Work is required within an assigned region: Serving Placer and Sacramento Counties, including the cities of Roseville, Rocklin, Granite Bay, Lincoln, Citrus Heights, Loomis, Auburn, and Sacramento.

Essential Duties & Responsibilities

- Comply with all applicable laws/regulations, as well as company policies/procedures/safety procedures
- Inspect and perform work on the customer's vehicles
- Access vehicle to perform necessary maintenance
- Maintain general upkeep and maintenance of mobile service vehicle and warehouse
- Respond to off-site client requests
- Interact with clients through both email and phone as necessary
- Notify supervisor of any safety hazards, in a timely manner
- Perform other duties as required

Key Competencies and Minimum Education

- Must have valid Driver's License
- Proficient computer skills
- Ability to work without direct supervision

- Strong written and verbal communication skills (documentation, communication with peers, supervisors, etc.)
- Experience in auto mechanics
- Commitment to excellence at all levels of service
- Excellent customer service skills
- Clean and neat appearance

Working Conditions

- Exposure to heavy traffic areas while performing the duties of the job
- Exposure to considerable amounts of dust, diesel fumes and noise
- Exposure to chemicals, oils, greases or other irritants
- Ability to move and position heavy objects
- Ability to bend, stoop, crouch, kneel and crawl to repair vehicles
- Ability to work outside in various weather conditions

Job Type: Full-time

Schedule:

- 40 hours per week and overtime, upon approval
- Monday to Sunday

Education:

- High school or equivalent (Preferred)

Experience:

- Vehicle maintenance: 5 years (Preferred)

License/Certification:

- Driver's License (Required)

Work Location:

- On the road

Work Remotely:

- Yes