

## **Service Technician Job Description**

Qualified applicants must possess technical skills along with the desire to pursue a rewarding career at an established Family-owned Dealership with 35 years experience in the Used Automobile Sales and Service Industry.

**North Main Motors Service Technician Job Responsibilities include the following: Other duties may be assigned.**

- Perform necessary approved repair as instructed by Service Manager
- Perform work as outlined on repair order with efficiency and accuracy, in accordance with dealership and factory standards
- Communicate with Service Advisor to obtain needed parts
- Examine the vehicle to determine if any additional safety or service work is needed and potentially diagnose cause of any unnoted service issue
- Advise service advisor immediately if additional work is needed, if work outlined is not needed, or if repairs cannot be completed within the time promised.
- Document work performed and recommended on the repair order. Upon completion of work return repair order to Service Advisor with proper documentation
- Road test customer vehicles safely and with the utmost care
- Ensure that customers' cars are kept clean, undamaged, and without changes to the comfort, convenience systems or audio system settings.
- Attend Parts Store-sponsored training classes
- Keep shop area neat and clean daily and be able to account for all dealership owned tools at all times
- Adhere to all attendance, punctuality, and timekeeping standards

### **Additional Job Requirements**

- Valid Driver's license and clean recent driving record
- Be able to stand for long periods of time and work continuously
- Prefer you have decent supply of your own tools-Company sponsored generous Tool Kit Incentive Plan
- Be Team oriented, flexible, focused on maintaining a high level of customer service

**North Main Motors is a Local family-owned 5-Star Independent Dealership and offers:**

- Excellent Compensation and Positive Work Culture with Strong Core Values
- 35 Years of Sales and Service Experience... State of the Art spacious service department with Up-to-date and Current Industry Equipment
- Paid Vacation & Personal Leave
- Medical Insurance
- Uniforms Provided
- Weekly Pay and Direct Deposit
- Employee Discounts on Parts and Vehicles Offered