



Position Opening

Job Title: Experienced Automotive Technician

Position: Full-time (Monday – Friday 7:30-5:30 ... some weekend availability)

Application Deadline: Open Until Filled

Position Location: 1415 Lafayette Pkwy., LaGrange, Georgia 30241

Application Process: Send updated resume with related experience details to Mr. Robert Lee, Service & Parts Manager at rlee@autogallerycbg.com.

An Experienced Automotive Technician at Auto Gallery is a hardworking, dedicated individual with proven maintenance skills and excellent work ethics from past job experience. We are a locally owned Chevrolet, Buick, GMC Dealership, and pride ourselves in having self-motivated employees that put the customers' needs at the forefront of our daily responsibilities. To be considered for this position, the applicant must have a minimum of one to two years hands on automotive technical experience.

Essential Duties:

- Perform maintenance and repair on customer vehicles outlined on repair order with efficiency and accuracy in accordance with dealership and factory standards.
- Identify problems with vehicles using the diagnostic equipment.
- Explain automotive repairs and issues and provide great customer service.
- Plan repair procedures using charts manuals and experience.
- Test the functionality of parts and systems.
- Perform basic auto care and maintenance tasks such as oil changes, fluid level checks, and tire rotation when necessary.
- Repair and replace brake pads, wheel bearings, sensors, and other parts.
- Perform routine maintenance and general mechanic work on vehicles.
- Communicates with service advisor immediately if additional work is needed, if work outlined is not needed, or if repairs cannot be completed within the promised time.
- Willingness to learn with hands-on training.

- Help keep repair shop clean and organized.
- Keep a professional appearance.
- Documents all work performed and recommended on the repair order.
- Road tests vehicles.
- Participates in manufacturer-sponsored training programs, schools, and events.
- Prepared to get additional certification as needed.
- Keeps abreast of manufacturer technical bulletins.
- Reports machinery defects or malfunctions to supervisor.
- Ensures that customers' cars are kept clean. Notifies service advisor immediately of anything that has happened to change the appearance or condition of the vehicle.
- Maintains and is accountable for all dealership-owned tools and manuals. Returns them to the proper place and in the same condition as when they were received.
- Operates all tools and equipment in a safe manner and complies with all safety requirements.
- Reports any safety issues immediately to management.
- Other tasks as assigned.

Qualifications:

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill and/or ability required.

High school diploma or general education degree (GED); with one to three years hands on experience and/or related training; or equivalent combination of education and experience.

- ASE Certification preferred but not required to apply.
- May lift objects that weigh as much as 50 pounds.
- Must be able to read and interpret repair order and technical manuals.
- Must hold a valid driver's license.
- Ability to use diagnostic equipment.
- Good hand-eye coordination.
- Proven positive work ethics with excellent work attitude, on time, and team player.

Salary: \$21.86 - \$34.98 per hour

Experience level:

- 1 year
- 2 years