



Job Description

Title	Auto Mechanic
Department(s)	Retail
Reports to	Retail Store Manager
Classification	Non-Exempt
Salary	Based on experience

Job Purpose

The Auto Mechanic at Arrowhead Automotive is a key position to the center. The mechanic sets the technical standard of the type of work that can be performed at each location. Arrowhead Automotive seeks mechanic candidates that have a high standard for quality to build and sustain a reputable reputation.

Essential Duties and Responsibilities

- Diagnoses and repairs to specifications – brake and hydraulic, exhaust, primary and/or advanced fuel ignition and electrical, suspension and alignment, air conditioning and computer systems.
- Provide labor and time estimates for automotive repairs and maintenance.
- Explain mechanical diagnoses and required repairs in a non-technical manner to customers.
- Continuously learns new technical information and techniques in formal training sessions in order to stay abreast with rapidly changing automotive technology.
- Keeps store management aware of mechanical repair problems as they occur.
- Provide friendly customer service.
- Perform quality control measures once work is complete.
- Maintains an organized neat and safe bay.
- Any other duties as assigned.

Qualifications

- Valid driver's license.
- 3 ASE certifications are preferred for this position.
- Experience in Diesel Mechanics is highly desired.
- A high level of motivation, energy and a customer-focused attitude.
- Lift up to 50 pounds, as needed. Bend at knees and back frequently. Stand and work on feet for extended periods of time.
- Work in a non-climate controlled work area, and tolerate fluctuations in temperature and humidity.
- Manual dexterity to use miscellaneous hand tools.

Education and Experience

- High School diploma or its equivalent.
- Minimum of 2-3 years of strong automotive mechanical diagnosis, problem-solving and repair experience.

X

Signature

X

Date