

Title: **Metal Technician**

Description: Perform structural, body and panel repairs on designated vehicles. Disassemble, restore, and complete vehicle repairs to match pre-accident conditions.

Qualifications

For Job: Metal technician I-Car and ASE certified, ability to perform welding, structural, and body repairs following industry, I-CAR, and shop standards.

Immediate

Supervisor: Location Manager & Production Manager

Responsibilities:

- * Perform replacement and repair techniques according to manufacturer, and I-CAR standards.
- * Dissassemble vehicles to company triage process.
- * Determine if supplemental repairs are required immediately when starting the job. Also identify any opportunities to increase the sale through additional work non-accident related. Notify the Production Manager and Sales Advisor that a supplemental repair is required. Do not complete supplemental repairs until given approval by the Production Manager or Sales Advisor.
- * Request time for supplemental repairs prior to beginning the job whenever possible.
- * Follow safety guidelines and wear appropriate clothing, boots, gloves, and eye gear. Uphold environmental regulations.
- * Maintain a good working relationship with all employees and management.
- * Treat customers' cars in a professional manner.
- * Immediately upon receiving a new vehicle review parts received for correctness with the Parts Manager. Notify the Production Manager immediately of any parts that will delay the repair.
- * Be prepared to commit to a completion time with the Location Manager or Production Manager
- * Record on your time card the actual hours spent on each vehicle for job costing purposes.
- * Clean work area and tools at the end of each day.
- * Report broken/missing tools or equipment to the Location Manager & Production Manager.

Work Schedule: Monday – Friday start time assigned by management.