JOB DESCRIPTION

| **Title** | AUTO BODY TECHNICIAN | | |
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| **Reports To** | [Insert Title] | | |

**Job Purpose**

The Auto Body Technician is responsible for performing repairs and restorations on damaged vehicles. This role involves assessing damage, repairing or replacing parts, and restoring vehicles to their original condition. The technician ensures that all work meets the highest standards of safety and quality, contributing to customer satisfaction.

The ideal Auto Body Technician is detail-oriented and skilled in using various tools and techniques to repair vehicle bodies effectively.

**Duties & Responsibilities**

Key responsibilities include, but are not limited to the following:

* Inspect vehicles to assess damage and determine repair requirements.
* Repair or replace damaged body parts, including panels, frames, and bumpers.
* Use welding and sanding equipment to complete repairs.
* Straighten vehicle frames and realign damaged structures.
* Apply primers, paint, and finishes to restore vehicles to factory condition.
* Ensure all repairs meet safety standards and client expectations.
* Collaborate with the team to deliver timely repairs.
* Maintain a clean and organized work area.
* Perform other related duties as assigned.

**Qualifications**

* High school diploma or GED.
* X years of experience in auto body repair.
* Certified Auto Body Technician is an asset.
* Proficiency in using repair tools and equipment.
* Knowledge of safety regulations in the automotive repair industry.

**Core Competencies**

* Strong attention to detail and problem-solving skills.
* Exceptional hand-eye coordination and manual dexterity.
* Ability to follow detailed repair instructions.
* Strong communication and teamwork skills.
* Excellent time management and ability to work under deadlines.
* Customer-focused approach to service.

**Working Conditions**

* Working hours are X hours per week and are generally from [insert time] to [insert time], [insert days, e.g., Monday to Thursday].
* Shop environment with exposure to dust, noise, and fumes.
* Requires standing for long periods and heavy lifting (up to X lbs).
* May involve overtime or weekend shifts during peak periods.
* Personal protective equipment (PPE) required.