TITLE: Lubrication Servicer

REPORTS TO: Service Manager

POSITION INFORMATION:

The Lubrication Servicer lubricates moving parts of automobiles.

DUTIES AND RESPONSIBILITIES:

*(Dealer: For each job function, check ''E'' if it is essential in your dealership or ''M'' if it is marginal.)*

E( ) M( ) Inject grease into units, such as springs, universal joints, and steering knuckles, using hand or compressed-air powered grease gun.

E( ) M( ) Inspect fluid levels of steering gear, power steering reservoir, transmission, differential, rear axle housings, and shackles.

E( ) M( ) Check air pressure of tires.

E( ) M( ) Lubricate moving parts with specified lubricants.

E( ) M( ) Drain oil from crankcase and refill with required amount of oil.

E( ) M( ) Spray leaf springs with lubricant, using spray gun.

E( ) M( ) Add water to radiator and battery.

E( ) M( ) Replace oil and air filters.

E( ) M( ) Sell lubrication and safety inspection services and maintain related records on regular customers, following up periodically with telephone, mail, or personal reminders.

QUALIFICATIONS:

Knowledge in all aspects of automotive repair and maintenance. Valid driver's license and a good driving record. Two years of experience as a technician's helper or apprentice in an automobile dealership. Manual dexterity. Good judgment.

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WORKING CONDITIONS:

This is a physically demanding position. The Lubrication Servicer may stand six to eight hours during a shift. Will lift parts weighing up to 70 pounds. Will use spray gun. Will stoop, kneel, crouch, crawl, reach, handle, and feel. Will be exposed to noise, vibration, dust, exhaust fumes, and other hazardous and nonhazardous materials.

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NOTE:

This is not necessarily an exhaustive list of responsibilities, skills, duties, requirements, efforts, or working conditions associated with the job. While this list is intended to be an accurate reflection of the current job, the dealership reserves the right to revise the functions and duties of the job or to require that additional or different tasks be performed when circumstances change (i.e., emergencies, changes in personnel, work load, rush jobs, or technological developments).

I have carefully read and understand the contents of this job description. I understand the responsibilities, requirements and duties expected of me. I also understand that this job description does not constitute a contract of employment nor alter my status as an at-will employee. I have the right to terminate my employment at any time and for any reason, and the dealership has a similar right.

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Employee's Name Employee's Signature Date

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Supervisor's Name Supervisor's Signature Date

We are an Equal Opportunity Employer