TITLE: Automotive Electrician

REPORTS TO: Service Manager

POSITION INFORMATION:

The Automotive Electrician repairs and overhauls electrical systems in automobiles within dealership and factory quality and efficiency guidelines.

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( ) Determine malfunction of electrical system by visual inspection and by use of testing devices, such as oscilloscope, voltmeter, and ammeter.

E( ) M( ) Adjust ignition timing and measure and adjust distributor breaker-point gaps, using dwell meter or thickness gauge.

E( ) M( ) Test and repair starters, generators, and distributors.

E( ) M( ) Repair or replace defective wiring in ignition, lighting, air-conditioning, and safety control systems, using electrician's hand tools.

E( ) M( ) Rebuild electrical units, such as starters, generators, and door controls.

E( ) M( ) Estimate the cost of repairs based on parts and labor charges.

E( ) M( ) Confer with customers to determine the nature of any electrical malfunctions.

E( ) M( ) Drive customers' vehicles to test the quality of work performed.

QUALIFICATIONS:

Ability to read and comprehend instructions and information. Knowledge in all aspects of automotive repair and maintenance. Knowledge of automotive electrical systems. Valid driver's license and a good driving record. Two years of experience as a technician, technician's helper or apprentice in an automobile dealership. Manual dexterity. Good judgment. Ability to operate power and hand tools and other machinery safely.

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WORKING CONDITIONS:

This is a physically demanding position. Will stand six to eight hours per shift. Will stoop, kneel, crouch, crawl, reach, handle, and feel. Will use hand and power tools. Will lift parts weighing up to 70 pounds several times during a shift. 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