

## Full Job Description

We have immediate opening for a full-time **Quality Control Technician** to support our team at PA Autobody.

**Position Type:** Full-time, Monday to Friday

**Salary:** Based on Experience & knowledge with a benefit package offered

### SPECIFIC DUTIES

- Cleaning vehicle interiors and exteriors in compliance with all company standards and client requests.
- Operating buffers, steamers, hoses, vacuums, and other equipment to meet service expectations.
- Using cleaning, protective, and restorative agents to maintain and enhance the appearance of vehicles.
- Performing inspections and keeping complete, accurate records of the vehicle's condition.
- Moving and parking vehicles, delivering vehicles to correct locations or picking owners or drivers up if needed.
- Managing inventory and reordering supplies.
- Responding to client inquiries and fulfilling their requests.
- Shop Maintenance
- Assisting Parts Manager as required
- Other tasks as assigned by your supervisor.

### QUALIFICATION

- Grade 12
- Good verbal & written communication skills.
- Must be neat and organized
- Must be physically fit and able to occasionally lift 40 lbs. plus.
- Must be prepared to possible overtime hours
- Valid Class 5 Driver's License is required and a driving abstract may be requested.

### Additional pay:

- Overtime pay

### Benefits:

- Casual dress
- Dental care
- Extended health care

- Vision care
- Pension program

Schedule:

- 8 hour shift
- Day shift

Experience:

- Preferred but not required

Language:

- English (preferred)