

Job Title: Technician

Department: St. Louis Acura Service Department

Reports To: Service Manager

The Dave Mungenast Automotive Family seeks to employ the highest quality talent. As the most reputable name in the automotive business, we maintain a high standard of employee satisfaction and loyalty. We want to see every member of our family achieve success in all areas of his or her life. We do this by hiring the best candidates, cultivating their talent, and promoting from within. Many of our employees began their career at the entry level.

Cultivate your talent with the Dave Mungenast Automotive Family. Contact Human Resources by e-mail at careers@davemungenast.com.

SUMMARY

Functions as a skilled-level technician who is able to perform diagnoses and repairs in all areas, in addition to being specialized in particular areas of repair, and who has previously worked as a B Class general service technician.

ESSENTIAL DUTIES

- Performs work as outlined on repair order with efficiency and accuracy, in accordance with dealership and factory standards.
- Diagnoses cause of any malfunction and performs repair.
- Communicates with parts department to obtain needed parts.
- Saves and tags parts of the job if under warranty or if requested by the customer.
- Examines assigned vehicle to determine if further safety or service work is required or recommended.
- Communicates with service advisor immediately if additional work is needed, if work outlined is not needed, or if repairs cannot be completed within the promised time.
- Documents all work performed and recommended on the repair order.
- Road tests vehicles when required or refers to the test technician.
- Participates in manufacturer-sponsored training programs, schools, and events.
- Keeps abreast of manufacturer technical bulletins.
- Supervises work of any apprentice technicians as assigned.
- Reports machinery defects or malfunctions to supervisor.
- Ensures that customers' cars are kept clean. Notifies service advisor immediately of anything that has happened to change the appearance or condition of the vehicle.
- Keeps shop area neat and clean.
- Maintains and is accountable for all dealership-owned tools and manuals. Returns them to the proper place and in the same condition as they were received.
- Understands, keeps abreast of, and complies with federal, state, and local regulations, such as hazardous waste disposal, OSHA Right-to-Know, etc.
- Operates all tools and equipment in a safe manner.

- Reports any safety issues immediately to management

MARGINAL DUTIES

Other duties may be assigned.

QUALIFICATIONS

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

PHYSICAL DEMANDS

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

DRESS CODE

During business hours or when representing Dave Mungenast Automotive Family, you are expected to present a clean, neat, and professional appearance. You should dress and groom yourself according to the requirements of your position and accepted social standards. This is particularly true if your job involves dealing with customers or visitors in person.

Without unduly restricting individual tastes, the following personal appearance guidelines should be followed:

- Shoes must provide safe, secure footing, and offer protection against hazards.
- Canvas or athletic type shoes are not appropriate professional attire.
- Tank tops, tube or halter tops, cleavage or shorts may not be worn under any circumstances.
- Mustaches and beards must be clean, well trimmed, and neat.
- Hairstyles are expected to be in good taste.
- Long hairstyles should be worn with hair pulled back off the face and neck to avoid interfering with job performance.
- Excessive makeup is not permitted.
- Offensive body odor and poor personal hygiene is not professionally acceptable.
- Perfume, cologne, and aftershave lotion should be used moderately or avoided altogether, as some individuals may be sensitive to strong fragrances.
- Jewelry should not be functionally restrictive, dangerous to job performance, or excessive.
- Facial jewelry, such as eyebrow rings, nose rings, lip rings, ear rings, and tongue studs, is not professionally appropriate and must not be worn during business hours.
- Torso body piercing with visible jewelry or jewelry that can be seen through or under clothing must not be worn during business hours.
- Visible excessive tattoos and similar body art must be covered during business hours.