



Van Horn Automotive Group

Job Description

Lube Technician

FLSA Classification:

Non-Exempt

Pay Type

Hourly

Reports to

Service Manager

Summary/Objective

The Lube Technician performs various duties such as oil changes, rotating tires and lube work and other general maintenance items as assigned.

Essential Job Functions

- Injects grease into units, such as springs, universal joints, and steering knuckles, using hand or compressed air-powered grease gun.
- Inspects and replaces fluid levels of steering gear, power steering reservoir, transmission, differential, rear axle housing, and shackles.
- Checks air pressure of tires, performs tire rotations and tire repairs
- Mounting and balancing of tires
- Lubricates moving parts with specified lubricants.
- Drains oil from crankcase and refills with required amount of oil.
- Adds water to radiator and battery.
- Replaces oil and air filters
- Replaces bulbs, wiper blades, belts and hoses
- Advises Service Writer or owner of needed services and safety inspection items
- Maintain a clean and efficient work area
- Ability to work well with other employees and departments within the company
- Regular attendance and punctuality are required for this position
- Other duties as assigned

JOB DESCRIPTION

Lube Technician

Supervisory Responsibility

This position has no supervisory responsibilities.

Work Environment/Conditions

The Lube Tech will be exposed to noise, vibration, dust, exhaust fumes and other hazardous and non-hazardous materials in the dealership. Will operate hydraulic automotive hoists and motorized electrical machinery including grinders, drill press, brake lathe and welding equipment.

Physical Demands

This is a physically demanding position. The Lube Technician should be capable of standing six to eight hours per shift. Ability to lift parts weighing as much as 50 pounds several times during each shift. He/she will stoop, kneel, crouch, crawl, reach, handle and feel. He/she will use hand and power tools.

Expected Hours of Work

Dealership business hours

Travel

Road testing of vehicles is required. May drive in all weather and road conditions

Education

- High School Diploma or equivalent
- Automotive technical schooling preferred

Qualifications and Experience

- Valid Driver's License Required

JOB DESCRIPTION
D Level Lube Technician

NOTE: This is not necessarily an exhaustive list of all responsibilities, skills, duties, requirements, efforts, or working conditions associated with the job. While this is intended to be an accurate reflection of the current job, management reserves the right to revise the functions or duties of the job or to require that additional or different tasks be performed when circumstances change.

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.

Employee Name

Date