



Position: **Lubrication Technician**
Supervisor: Manager, Assistant Manager

Position Summary:

Perform service and installation activities associated with store products and services in an accurate and timely manner. Assists the Manager with administration, facility and operational functions as assigned.

Essential Functions:

1. Drives vehicles with automatic and manual transmissions.
2. Drains oil and replaces oil filter.
3. Lubricates vehicles.
4. Cleans windshields and windows.
5. Checks and fills various fluids.
6. Checks and replaces various filters.
7. Checks and performs various vehicle ancillary services.
8. Adheres to all safety rules and policies.
9. Interacts with customers. Explains services and products to customers (when required to do so by the Manager).
10. Uses the computer system for customer service and vehicle maintenance purposes.
11. Cleans the facilities, tools and equipment.

12. Develops his/her skills by successfully completing the Certification Training Process.
13. Displays a positive attitude.

Prerequisites:

Ability to reach and work in awkward postures; able to transport oneself from one work level to another; able to move materials from one height to another; able to read and write; good computer skills; good verbal communication skills.

This position in no way states or implies that these are the only duties/functions to be performed by the incumbent. Employees will be required to follow any other job-related instructions and to perform any other job-related duties/functions as assigned by their supervisor.

To Apply: Please bring your resume in to the Jiffy Lube location that is hiring for this position as advertised.