**JOB DESCRIPTION**

**POSITION TITLE:** Painter Prep Technician

**REPORTS TO:** Team Lead

**POSITION SUMMARY:**

Assist Team Lead in maintaining service operations by inspecting and maintaining vehicles.

**DUTIES AND RESPONSIBILITIES:**

* Perform corrosion repair, minor bodywork, and preparing vehicle for paint.  Includes all tasks associated to washing, surface preparation, and masking
* Maintains records by recording service and repairs
* Maintains shop equipment by following operating instructions; troubleshooting; maintaining supplies; performing preventive maintenance; reporting to Team Lead that repairs are needed.
* Keeps supplies ready by inventorying stock; reporting to Team Lead when orders need to be placed
* Updates job knowledge by participating in educational opportunities; reading technical publications
* Accomplishes maintenance and organization mission by completing related results as needed
* Maintains a neat appearance at all times
* Maintains a regular attendance record
* Performs any other duty assigned in a professional manner

**QUALIFICATIONS:**

* Ability to read, write, and count accurately
* Must be able to successfully complete MILSPRAY required professional development and training curriculum
* Must successfully complete training on all equipment needed to perform tasks
* Must possess an excellent work ethic with a willingness to work additional hours to meet project deadlines. Must be results-oriented with the ability to prioritize assignments and manage time effectively
* Experience in Corrosion Control programs procedures is preferred, but not required
* Must be able to pass a DOT medical exam
* Must be able to pass an OSHA respirator medical evaluation
* Must possess a valid state driver’s license
* Must successfully pass a background check
* Military experience or knowledge is preferred, but not required

**JOB DESCRIPTION REVIEW:**

I have read and understand the job description for the position of Painter Prep Technician

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature Date