



693 Fisher Street,

705-478-0668

Detailer

Hours of Work

On-Call, Tuesday to Saturday
Range of Hours: 0 to 36 weekly

Job Purpose

To respond to requests and job orders for cleaning/detailing vehicles in a professional manner.

Responsibilities

- Respond to employer contacts to attend the workplace on an on-call basis.
- Train and learn proper use of equipment and product for use on customer vehicles.
- May need to drive customer to destination and pick customer up when detailing job is completed. * Using customer's vehicle
- Prepare vehicle for treatment ie) remove rugs/rug protectors, items from vehicle, trash from vehicle.
- Prepare operational products and equipment in shop, for use on vehicle i.e.machines, solutions, cleaning cloths etc.
- Follow instructions on use of equipment/products/solutions.
- Complete treatment as per work order and instructions.
- Advise office staff of completion of treatment for invoice/billing purposes.
- Clean & tidy work area; turn off equipment/water, re-place products/solutions, & cloths to laundry bin etc., in preparation for next treatment or close out.

Contacts

- Manager/Owner
- Office Staff/Employees
- Customers

Reporting Structure

Reports to Manager/Owner

Tools/Equipment Used

- Steam Cleaner
- Vacuums
- Carpet Extractor
- Pressure Washers
- Solution Spray Bottles
- Detailing Tools

Physical Requirements

- Must be able to move/maneuver cleaning equipment around the shop. All equipment over 10 lbs. is on wheels.
- Prefer that employee can drive and have a valid driver's license.
- Must be able to stand, squat, bend, lean and/or kneel for .5 hours to 6 hours at a time.

Knowledge & Experience

- Must be able to read English for equipment and solution instructions.
- Employer is willing to train but some detailing experience is preferred.
- Must have good customer service skills, be polite and professional.

Salary Range

\$9.60 to \$10.50/ Hour (with increment of \$.50/hour after 3 month evaluation).