

## Job Description

<b>Job Title:</b>	Vehicle Technician
<b>Reports to:</b>	Service Manager
<b>Location:</b>	Uddingston
<b>Job Purpose</b>	
<p>Responsible for carrying out mechanical and electrical repairs, servicing and maintaining modern and varied vehicles, including cars, vans, commercial vehicles including HGV's /LGV's and trailers.</p> <p>On-site MOT testing for Classes 4-7. Having a licence to carry out MOT testing would be preferred but not essential for this role.</p>	
<b>Key Responsibilities</b>	
<ul style="list-style-type: none"> <li>• Carry out servicing, mechanical and electrical repair, and preventative maintenance to our customer's vehicles.</li> <li>• You will be required to carry out diagnostics and ensure vehicle repaired in compliance with company and legislative requirements</li> <li>• Complete all relevant paperwork and documentation to the required standard</li> <li>• Ensure work is completed to the highest standard and work area is cleaned after completing work.</li> <li>• Communicate vehicle status through the escalation process, foreman, service reception and the customer</li> <li>• Ensure all customers are dealt with promptly, efficiently and courteously</li> <li>• Remain up to date, as relevant, with the latest vehicle technology, DVSA inspection standards, changes in MOT legislation and working practices</li> <li>• Service and repair of electric vehicles training will be given where required.</li> </ul>	
<b>Core Responsibilities (applicable to all employees)</b>	
<ul style="list-style-type: none"> <li>• To promote best practice in maintaining high levels of Customer Service</li> <li>• You must comply with all health and safety rules and regulations regarding the health and safety of yourself and others who may be affected by your acts or omissions.</li> <li>• Report any health and safety issue including accidents to self.</li> <li>• Follow all site rules.</li> <li>• You must comply with all relevant legislation.</li> <li>• Undertake such other duties that are required from time to time commensurate with this position.</li> <li>• Promote Wm. Armstrong in line with current company values, beliefs and branding.</li> </ul>	
<b>Direct Reports</b>	No
<b>Internal and External Relationships</b>	
<ul style="list-style-type: none"> <li>• Drivers</li> <li>• Colleagues</li> <li>• Managers</li> <li>• Subcontractors</li> <li>• Customers</li> </ul>	



**Knowledge, Skills and Experience Needed (Essential/ Desirable)**

- Time served/Fully qualified technician
- Minimum of 3 years' experience preferred, will consider less experience for the right candidate.
- UK driving licence
- HGV/LGV licence would be advantageous
- Attention to detail
- Excellent communication skills
- Ability to work on own initiative & part of a team

**NB:** Your duties may vary from time to time within the broad remit of your role and grade. You are required to undertake any such reasonable and appropriate duties. Work location is subject to discussion with immediate line manager and the requirements of the business.