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# Example of Body Shop Technician Job Description

Our innovative and growing company is searching for experienced candidates for the position of body shop technician. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for body shop technician

* Remove and replace rubber roofing
* Detailing/ wet sanding and buffing
* Must have good fiberglass and body repair skills
* Provide limited vehicle preparation work by removing and installing parts for painting in accordance with auction and professional standards
* Inform the Body Shop Manager of all equipment breakdowns and maintenance immediately
* Examines damaged vehicle and efficiently plans repair process
* Works and communicates with others on vehicle repair status
* Participates in all required safety meetings
* Directs the work of an apprentice in the performance of tasks when needed, , unusual problems or questions and explains procedures to assistant
* Perform mechanical and general appearance reconditioning of trucks/ tractors involved in collisions

## Qualifications for body shop technician

* Ability to explain technical diagnoses and needed repairs to non-mechanical individuals which may include other teammates and customers as required
* Ability to properly complete light to heavy repairs, including structural, cabin and trailers
* Must have his/her own tools
* Ensure work is conducted to the required quality standards
* Adhere to all risk assessment and Health & Safety regulations
* Ensure work is completed within cycle time