

## Job Data

Job Title..... Motorcycle Detailer  
Department..... Service Department  
Supervisor..... Service Manager

## Summary Description

Provides assistance to all employees of the service department as needed.

## Key Result Areas

- Help Service Department employees to run an efficient and customer-oriented department

## Major Duties and Responsibilities

### 1) Helping Service Personnel

- Wash Motorcycles. Ensure they are cleaner than when customer dropped them off.
- Detail all new and used motorcycles.
- Assist Technicians with keeping the service department clean and organized.
- Clean and maintain appearance of general facilities.

### 2) Customer Service

- Greet external customers immediately, in a courteous and friendly manner.

- Handle requests quickly, and courteously.

### 3) Other Duties

- As assigned.

## Supervisory Responsibilities

- No Supervisory Responsibilities

## Commitments

- Follow directions
- Ask questions when in doubt.
- Wear appropriate shop uniform each and every day.
- Maintain professional appearance and attitude.
- Complete all training programs and their related tests by required deadlines. The Service Manager assigns all required training.

## Qualifications & Job Requirements

- Ability to accept and follow directions
- Demonstrated willingness to work flexible hours.

### **Physical Demands**

- The noise level in the work environment is usually loud.
- Requires the use of both hands.
- Occasionally requires the ability to balance and push motorcycles, in excess of 700lbs.
- Frequently required to bend, stoop, crouch, reach, handle tools and lift 40lbs. of material.

### **Working Conditions**

- Frequently works near moving mechanical parts.
- Is potentially exposed to battery acid, gasoline, chemical cleaning materials or other toxic materials commonly found in a motor vehicle service department.
- Occasionally, exposed to exhaust fumes or other airborne particles.