

Auto Detailer Job Description

Duties and Responsibilities:

- Make use of various kinds of cleaning solutions and equipment
- Ensure [vehicles](#) are detailed according to the customer's particular instructions
- Ensure carpets are shampooed and upholstery
- Conduct seats and floor Vacuums
- Vacuum and cleans the boot
- Clear out cup holders and ashtrays
- Perform leather and vinyl conditioning
- Clear out all dirt, rubbish, and debris from the interior of vehicles
- Make use of special washing powder and foams designed for particular microfibers
- Polish the steering wheel, dashboard, moldings, and trims inside the vehicle
- Clean dirt away from instrument panels and door frames
- Clean every bit of tar, dirt, and grease from the exterior of vehicles
- Ensure the exterior of vehicles are reconditioned
- Clean all glass on vehicles, inside and out, with the appropriate cleaning solution and rag
- Clean the vehicle mirrors with the right substance
- Ensure the engine is steamed
- Eliminate grease from the engine and other parts under the hood
- Buff and wax vehicles after washing
- Use special equipment and air compressors to dry the inside and outside surfaces
- Protect surfaces against stains and spots with the use of chemicals
- Use pumps and hose for washing and rinsing vehicles
- Dry floor mats
- Polish and clean wheel rims and make them sparkle
- Clean the tail lights, headlights and brake lights, making them brighter
- Fix minor chips and scratches with touch-up vehicle paint
- Manage inventory of cleaning supplies

- Keep a history of calls and customers when it might be time for another deal.

Auto Detailer Requirements – Skills, Knowledge, and Abilities

- A minimum of High School Diploma or its equivalent qualification
- Must be 18 or older
- A current driver's license and clean driving record are often mandatory as well
- Willingness to attend seminars, workshops, and conferences to improve skills or knowledge
- Should possess exceptional customer service skills
- Ability to pay attention to detail
- Strong ability to work under intense pressure
- Must have excellent communication skills
- Have good interpersonal skills
- Excellent observational skills to pick out changes in patients behavior
- Be able to pay attention to details
- Must listen actively and exercise sound judgment
- Must possess critical thinking and problem-solving skills
- Possess physical fitness and stamina to work continually for long hours
- Should be good at multitasking and time management
- Have the ability to follow complex instructions without complications
- Should have the ability to manage material resources effectively and keep track of inventory of supplies
- Should have ample knowledge of safety precautions
- Understand the formulas needed to create the correct cleaning solutions
- Be able to operate cleaning equipment in a safe manner
- Must be able to use a non-judgmental approach to clients' complaints.