

Car Detailer Job Description

Duties and Responsibilities:

- Monitors and maintains the cleaning equipment and machinery for proper operation and functioning
- Uses cleaning supplies and equipment such as brushes, scrapers, vacuums, and solutions to perform cleaning on vehicles
- Preserves, protects, and restores vehicle's interiors and exteriors through the application of polishes, conditioners, waxes and/or masking materials
- Undertakes inspection on parts, equipment, or vehicles for cleanliness and damage
- Undertakes inspection on personal work performed for maximum quality assurance
- Takes record on autos serviced for production and electronic billing
- Utilizes buffing machines and cloths to wax and buff vehicles
- Performs various tasks, including vacuum to remove dirt and debris, clean upholstery and surfaces, use air compressors and cloths to dry surfaces and apply preservation chemicals to surfaces to protect them against spots and stains
- Protects the leather or fabric of vehicles through the application of dyes, paints, and waxes
- Cleans and dresses engine compartment, wheels, and tires to remove grease and dirt's
- Provides customer support by responding to clients inquiries and fulfilling their request in a timely manner
- Manages inventory and reorders supplies
- Moves and parks vehicles; delivers vehicles to correct locations or picks up owners or drivers up when needed.

Car Detailer Requirements – Skills, Knowledge, and Abilities

- Education: They should possess a High School Diploma or General Education Diploma (GED). However, a post high school education or training such as automotive service technician training is preferred
- License: A valid driver's license is required, with no more than 1 moving violation and/or at-fault accident on driving record in the past 3 years. No alcohol or drug related incidents on driving record in the last 5 years
- Experience: Customer service and car detailing experience are required
- Knowledge: Car detailers must be able to understand formulas in order to mix cleaning solutions, paints, and other chemicals
- Flexibility: They must be willing to work weekends and holidays, which is usually a peak period for their line of business
- Communication skills: It is important for them to be able to read, respond to inquiries, and execute basic written and verbal instruction
- Technical skills: It is essential that they possess essential skills required to operate cleaning equipment. They must be able to efficiently operate hand and power tools required for them to fulfill their job description
- Physical dexterity: The ability to meet physical demand of the position, including standing for extended hours, walking, crouching, bending, and standing for extended periods is required. They must be able to lift 10 lb.- 50 pounds depending on the requirements of the employer in order to assist customers
- Interpersonal skills: This skill is required for car detailers to build rapport and develop relationships with clients that will engender repeat patronage
- Attention to detail: This is required for them to sustain quality work in an independent environment
- Customer service skills: This skill is required to provide customer support duties. Car detailers must be able to relate with clients and respond to inquiries and complaints in a respectful and positive manner
- Excellent time management skills: This is an essential skill for the car detailer to effectively prioritize tasks and complete all duties within the stipulated schedule, and in a timely manner.