

Car Valet Job Description

- Clean wheels, windows, mirror, interior items, and door handles as desired by the client
- Perform shampooing of carpets and upholstery according to customer requirements
- Wax and polish cars as applicable, including T Cut
- Be updated on various gels and products, and other finishes to trims and bumpers
- Carry out steam cleaning service on frame, engine, and wheel arches
- May be responsible for picking up and delivering vehicles to customers
- Learn about various types of vehicles and the best ways to clean them, including how long it will take to get them fully cleaned. For example, it takes a much longer time to clean a car than a wagon
- Carry out checks on daily lists and make sure cars are cleaned according to customers' specification and company standard and delivered to them
- Check all parts of cars, especially repaired areas to discover if there are defects; report defects if there are to the personnel responsible for repairs
- Perform a fluid and full light check on all vehicles after they have been cleaned before they are released for delivery to the customer
- Prepare, clean, and safely store equipment
- Ensure courtesy cars are cleaned on time and ready for delivery by prioritizing work load
- Ensure high standard for fleet of courtesy cars; complete accurate paperwork and perform checks on vehicles
- Carry out all tasks ensuring that the Health and Safety procedures, as well as regulations, including the BS10125 and Blueprint regulations are maintained
- Provide support to colleagues, and work in a team to ensure customers' vehicles are cleaned and delivered on time.