



**Job Title:** Automotive General Service Technician

**Location:** UGM Motors, Spokane Valley

**Status:** Full-time

**Responsibilities:**

- Work with supervisor and team members to reach daily and monthly production goals.
- Examine vehicles basic interior and exterior features using provided systems check list.
- Discuss with Automotive Technician the nature and extent of malfunctions and needed repairs.
- Perform basic care and maintenance, including changing oil, tire removal and installation, checking fluid levels, and rotating tires.
- Work with Automotive Technician to gain knowledge and skills to repair or replace worn parts.
- Keep work area and common use areas clean and free of obstructions.
- Clean and maintain shop, including (not limited to) sweep/mop floors, remove trash, scrap metal, etc.
- Maintain shop equipment to ensure continued operation.

**Required Qualifications:**

- An intermediate level of computer skills with proficiency using MS Word, Excel, Outlook, and other database software. Able to complete data entry and reporting accurately.
- A current driver's license.
- A good driving record and ability to be insured.
- Forklift certification, or able to be certified.
- Prove to be teachable, able and willing to serve other technicians.

**Preferred Qualifications:**

- Two-year college degree in automotive studies.

**Preferred Qualifications:** Competitive for nonprofits.

Must be committed to the Christian faith and comply with drug-free, tobacco-free policy. Those qualified to join our team can enjoy a rewarding work environment and excellent benefits. Complete UGM's [application for employment](#) and submit it along with a letter of interest and resume to:

UNION GOSPEL MISSION

[HumanResources@uniongospelmission.org](mailto:HumanResources@uniongospelmission.org)

Human Resources, 1224 E Trent Ave., Spokane, WA 99202

Fax: 509-535-0901

[uniongospelmission.org/employment](http://uniongospelmission.org/employment)