**Employer:** **Location:**

**Position:** Computer-AidedAutomotive Technician Intern

**Availability:**

**Salary:** $15/hr

**Career Interest:**  Auto Maintenance, Mechanical or Electrical Engineering

**Expectations:**

*Students will work with certified Automotive Technicians in this internship to develop skills and competencies to enable them to better discern a career in this occupational area. Students will start with basic maintenance and repair on vehicles, such as oil changes, tire rotations, and brake jobs, and by observing and learning from other technicians, add on more complex repairs including engine repairs as well as computer diagnostics as the student becomes competent and as directed by their supervisor. Students will be expected to meet the same criteria as full-time employees regarding a drug free workplace, maintaining confidentiality, and meeting the requirements of their particular position in the hours employed.*

The intern will perform duties and responsibilities focusing on automobiles' electronic/computer components for approximately 70% of the day, and the other 30% will learn basic mechanics and how all components work together.

**Responsibilities:**

* Work with automobile manufacturers to learn technology components on vehicles and how different components interact with each other.
* Program software to ensure vehicle safety, reliability, and useability.
* Configure navigation systems and train end-users how to operate the computer-aid features in vehicles.
* Use advanced automotive software to diagnose mechanical problems and communicate issues/fixes to mechanics so they can perform repairs.
* Learn the computerized/electronic components of multiple US and foreign automobiles.
* Troubleshoot, test, and resolve computer and electronic issues in vehicles.
* Assist customers on how to use technology in their vehicles.
* Install, maintain, troubleshoot, and repair electrical components using digitized technology.
* Use software tracking system for issue reporting and resolution tracking.
* Understand technical wiring and electrical circuits required to operate vehicles.
* Interpret scan data using computer diagnostics and communicate issues/repairs with customers for approval so mechanics can repair the non-computerized issues.
* Assess vehicle road readiness using software scanning tools.
* Perform safety inspections using mobile applications.
* Assist in performing vehicle routine maintenance like oil changes, tire rotations, brake repairs, starters, etc. to better understand how all equipment in a vehicle interact together (less than 20% of the time).
* Learn ISO standards and relevant industry-specific standards (e.g., OSHA).
* Use Repair Shop Management software to track work completed, inventory of supplies, and costs.

**Desired Skills:**

* Computer and electronic knowledge and ability to troubleshoot and resolve issues.
* Mechanical Aptitude: like working with your hands and taking things apart and putting them back together.
* The ability to communicate technical issues to non-technical people.
* Data entry and Microsoft Office skills.
* Understanding technology and the components in vehicles.
* Ability to read complex technical repair procedures and understand them well enough to perform them on the car.
* Organized, focused, and possessing time management skills to get customer cars back on the road on schedule.
* Team-oriented and willing to help out when needed around the shop, no matter the job (i.e., taking out trash or sweeping the floor).
* Service oriented, interested in helping customers be safe on the roads.
* Attention to detail, not leaving parts loose on cars resulting in liability as vehicles head back out on the roadways.
* Ability to communicate clearly and concisely, both verbally and in writing.

**Educational Goals:**

* Learn the computer and electronic components of vehicles.
* Exposure to the wide variety of work an independent automotive repair shop offers.
* Develop critical thinking and problem-solving skills.
* Exposure to automotive tools and how to use them.
* Introduce students to the importance of continued education and develop the attitude for lifelong learning.
* Develop professional communication skills.
* Enhance Microsoft Office and data entry skills.
* Develop active listening skills by giving full attention to what other people are saying, taking time to understand the points being made, asking appropriate questions to identify root cause through iterative questions, and understanding the severity of a problem.
* Safety awareness by learning how to identify potential hazards and work safely.
* Learn ISO standards and relevant industry-specific standards (e.g., OSHA).