

Empire Ford is Hiring for Automotive Technicians, Parts Dept. and Service Advisors in New Bedford

Empire Ford is looking to hire for several key positions at their growing dealership in New Bedford. Portuguese and Spanish speaking a plus! These are full time jobs with excellent benefits.

Please submit resumes to: jdio@buyempireautogroup.com

Automotive Service Advisor/Writer

They are seeking a full-time Automotive Service Advisor/Writer with a minimum of 2 years experience. Will be responsible for setting and preparing for appointments to expedite customer's service experience; greet customers in a friendly and timely manner; determine the vehicle needs based on customer information, vehicle walk-around and technician's multi-point inspection.

Must produce repair orders for customers with transparency including the time and cost of the repair. Communicate with the technicians and parts department to ensure timely completion of work and follow up with customers on the status of the vehicle. Will be required to have Ford product knowledge to effectively assist customers with service maintenance and warranty information.

Must have a valid driver's license, safe driving record, and a high school diploma or equivalent.

Applicant must thrive in a fast-paced work environment with demonstrated communication and excellent people skills. Must be alert to sales opportunities by taking the time to ask customers questions and provide information about their

vehicle. The ideal candidate is dedicated to provide exceptional customer service and display a positive attitude when interacting with customers and employees.

Must be able to perform basic computer skills and will be trained on how to use our internal system.

Ford experience a plus. **Portuguese and Spanish speaking a plus.**

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Automotive Technician

Due to an increase in sales we are expanding our service department to accommodate the higher demand of service work!

WHAT WE OFFER: Automotive Technician Benefits

Competitive Pay Scale

State-of-the-art facility

401(k)

Paid vacation

Health insurance

Dental insurance

Great culture and work environment

RESPONSIBILITIES: Automotive Technician

Troubleshoot, diagnose and repair components

Willingness and ability to maintain current product technical knowledge, ability to estimate time of service or repair of job for efficient scheduling

Knowledge of parts requirements to complete a job

Ability to comply with quality control and inspection requirements

A self-starter who is organized and dependable

Communicate well with others

Perform basic computer skills and will be trained on how to use our internal system.

Must have a valid driver's license, safe driving record, and a

high school diploma or equivalent. Applicant must thrive in a fast-paced work environment with demonstrated communication and excellent people skills.

Ford experience a plus. Portuguese and Spanish speaking a plus.

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Automotive Parts Counterperson

Due to Explosive Growth we are looking for another full-time Parts Counter Person with TWO OR MORE years of dealership experience. Candidate should enjoys working with the public and have a friendly and out-going personality. We are a team-oriented company looking for someone who displays a positive attitude when working with customers and co-workers. Must be responsible, courteous and professional.

Candidate must be detail oriented, able to work independently and manage his or her time and workflow. Must be alert to sales opportunities by the taking the time to ask customers questions and provide information about parts and service. Must research the availability of certain parts, either within the retail facility or from other sources if necessary and must search parts numbers using the computer.

Prior Ford parts experience helpful and knowledge of wholesale parts a plus.

Portuguese and Spanish speaking a plus.

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