
ASI Auto Group, LLC

Job Description:

Automotive Condition Inspector

Job Summary

An Automotive Condition Inspector is an independent contractor who is responsible for providing a high quality and detailed report on the condition of multiple cars within the day. The report typically details interior and exterior damages, frame and structural damages, and basic vehicle information such as mileage, series, and other options.

Essential Duties and Responsibilities

- Determine the condition of multiple vehicles per day at auction facilities.
- Write a report for each vehicle that documents the condition of the interior, exterior, trunk area, engine compartment and undercarriage of the vehicle.
- Correctly identify and document the vehicle details, including series, options (navigation, backup camera, etc.), color, mileage, etc.
- Take overall photos of the vehicle, and photos of any identified damages.
- Use an inspection program to make repair recommendations, where necessary.
- Meet productivity and quality standards
- May need to locate, start, and move vehicles periodically.

Required Skills

- Attention to detail – quality and accuracy of condition reporting is a must!
- Ability to multitask is required
- Good verbal and written communication
- Ability to work both independently and a part of a team
- High level of motivation
- Functional computer skills
- Basic computer knowledge is required, i.e. Internet, file uploads, e-mail, etc.
- Basic tablet operation is required.
- Ability to work outdoors in all conditions
- Ability to walk, stand, bend, kneel, crouch, and/or twist repeatedly throughout the day
- Ability to follow all applicable safety and health related guidelines

Required Experience and Education

- High school diploma or GED equivalent
- At least one year of experience writing Condition Reports
- Valid driver's license and safe driving record required

Preferred Experience

- Two years or more experience in vehicle condition reporting strongly preferred
- General knowledge of automotive components and bodywork processes preferred
- Background in auto repair estimating or body shop experience strongly preferred

About our Company

ASI Auto Group, LLC is headquartered in Franklin, TN, and serves auto auction and auto wholesale clients in multiple states throughout the US. Our company works with independent contractors to provide vehicle-remarketing information to auctions to better allow them to serve their buyers and sellers. We offer competitive compensation for our network of contractors.

ASI is an Equal Employment Opportunity employer – All qualified applicants/employees will receive consideration for employment without regard to that individual's age, race, color, religion or creed, national origin or ancestry, sex (including pregnancy), sexual orientation, gender, gender identity, physical or mental disability, veteran status, genetic information, ethnicity, citizenship, or any other characteristic protected by law. ASI provides reasonable accommodations when requested by a qualified applicant or employee with a disability unless such accommodation would cause an undue hardship.