

Miracle Hill Ministries
Job Posting

Date: July 27, 2017

Job Posting: PT Auto Sales Mechanic

Location: Wade Hampton Auto Sales, Greenville, SC

FLSA: Hourly/Non-Exempt

Reports to: Auto Sales Manager

Date Job Available: Immediately

Job Posting # 1380-1

Basic Job Description:

Summary: This position's primary responsibility is to processing vehicles for sale by testing, repairing, washing and cleaning. Success is defined by both quality and quantity, ensuring that cars are in basic running order and clean before being offered for sale.

Essential Duties and Responsibilities:

- Treat all customers with respect and care.
- Must have a working knowledge of automobiles. Be able to perform car tune-ups, remove and replace parts and diagnose automobile problems.
- Be able to answer phones in a professional manner.
- Be able to wash and clean cars.
- Converse with prospective buyers answering questions and closing the sale.
- Other duties as assigned by the supervisor.

Core Attributes and Expectations:

- Display a Christ-centered life demonstrated by a willingness to show acceptance and serve others.
- Work efficiently and manage time in order to meet production needs as well as other assigned tasks.
- Show motivation and ability to take initiative in daily tasks and operations.
- Exhibit good work habits in attendance and punctuality.
- Treat customers and co-workers in a kind, respectful, and professional manner.
- Show respect for the integrity of the work place through honesty and responsibility.
- Demonstrate a willingness to learn and openness to new ideas and changes.
- Follow all safety guidelines.

Supervisory Responsibilities: This position has no supervisory responsibilities.

Qualifications: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Goal Oriented: Work with a sense of urgency, striving for efficiency that consistently meets expectations.
- Organized: Maintain a neat, clean and organized work space that is easy and enjoyable to work and shop in.
- Self-Motivated: Develop skills and abilities to become more proficient and efficient in meeting and exceeding goals.
- Valid driver's license
- Ability to bend, reach, lift and work on one's feet for an entire shift.
- Lift and move 20-50 pounds

Religious:

- Be followers of the Lord Jesus Christ expressed through a personal profession of faith and Christian conduct
- Agree without reservation with the Doctrinal Statement of the ministry.
- Since the church is God's vehicle of spiritual accountability, it is important that employees be an active participant in and in good standing with a local Protestant Church. They must comply with the requirement of their church, in areas of conduct not addressed by Miracle Hill's expected practices
- Have a passion for evangelism and the spiritual welfare of all served by the ministry to include: clients, volunteers, customers, contributors, and staff.
- Demonstrate spiritual maturity commensurate with the requirements of your position.
- Christian conduct encompasses the biblical principles of humility, integrity and compassion to guide us to act professionally and ethically at all time. Miracle Hill Ministries understands that we have all fallen short in our past but the employees are expected to practice Christian conduct at Miracle Hill including:
 - Abstain from the use of illegal drugs or the inappropriate use of medication.
 - Abstain from activities or addictions that have a detrimental effect on clients or the reputation of the ministry. According to the teachings of Romans 14:13-23, we are to keep from becoming a stumbling block to those within the ministry who make be apt to addiction. It is important to exercise biblical discretion by restricting your freedom in public to include: use of addictive substances such as alcohol or tobacco, choice of literature, and the choice of entertainment. It is important to demonstrate sound judgment that is based on biblical principles that displays evidence of spiritual growth and maturity. (Titus 2:11-12).
 - Relationships, particularly with the opposite sex, are above reproach.
 - Live free of sexual sin (to include pornographic materials, homosexual conduct, and extra-marital relationships).
 - Respect the sanctity of life from conception until death in God's timing

If interested in the above position, please log on to www.miraclehill.org to complete the online employment application.