

Dust & Son Auto Supplies

Job Description

Location: Effingham

Department: Sales

Position: Paint Counter Associate

Reports to: Paint Counter Manager

Job Summary

The automotive paint counter associate is responsible for providing excellent customer service, advising on automotive paint products, mixing paints to precise specifications, and managing inventory. They work closely with auto body technicians, retail customers, and wholesale clients to ensure accurate paint matches and timely delivery of supplies.

Key Responsibilities

- Customer Service: Greet customers, assess their needs, and recommend appropriate paint products, primers, clear coats, and related supplies.
- Paint Mixing: Accurately mix automotive paints to match vehicle color codes or samples using computerized mixing systems and manual techniques.
- Color Matching: Use color-matching tools (e.g., spectrometers, color swatches) to identify and replicate vehicle paint colors.
- Inventory Management: Monitor and restock paint and supply inventory, place orders with suppliers, and ensure proper storage of materials.
- Technical Support: Provide guidance to auto body technicians on paint application techniques, product compatibility, and troubleshooting issues like fisheye or peeling.
- Sales and Transactions: Process sales, handle cash or credit payments, and issue invoices or receipts.
- Safety and Compliance: Follow safety protocols for handling hazardous materials (e.g., solvents, thinners) and comply with environmental regulations for waste disposal.
- Record Keeping: Maintain accurate records of paint formulas, customer orders, and inventory transactions.

Qualifications

- Education: High school diploma or equivalent; vocational training in automotive refinishing or related field is a plus.
- Experience: Experience in the automotive field is preferred but not necessary.

Skills:

- Strong knowledge of automotive paint systems (e.g., basecoat/clearcoat, single-stage).
- Familiarity with paint brands (e.g., PPG, Sherwin-Williams, Axalta) and mixing equipment.
- Excellent color perception and attention to detail for precise color matching.
- Customer service and communication skills to explain technical information clearly.
- Basic computer skills for operating paint mixing software and point-of-sale systems.
- Physical Requirements: Ability to lift up to 50 lbs, stand for extended periods, and work in a well-ventilated area with exposure to paint fumes.

Work Environment

- Location: Automotive parts store.
- Schedule: Full-time, 40-45 hours per week. Saturday rotation.
- Conditions: Exposure to chemicals and fumes; requires use of personal protective equipment (PPE) like gloves, masks, and safety glasses.

Salary and Benefits

- Salary: \$18-22/hour. Based off experience.
- Benefits: Health insurance, paid time off, 401k with employer match, and employee discounts on automotive products.
- Training: Provided to further enhance the skillset required to grow in this position and future positions within the company.