

MANUAL Student Employment Career Services	SECTION Student Job Description	PAGE 1 / 1 REVISED 5/24
SUBJECT <b>Student Garage Attendant</b>	RANK x092	GROUP II

DEFINITION:

Under the direction of a Manager/Supervisor, a student usually performs the following duties:

- (a) Aids in repairing University equipment.
- (b) Helps with minor automotive checks, such as fluids, hoses, and belts.
- (c) Picks up and delivers vehicles for servicing.
- (d) Assists in maintaining cleanliness in the garage area.
- (e) Washes both the interior and exterior of vehicles.

BASIC QUALIFICATIONS:

Possession of a valid and unexpired Illinois state driver's license.

LEARNING OUTCOMES\*:

- Communicate in a clear and organized manner so that others can effectively understand.
- Employ active listening skills.
- Promptly inform relevant others when needing guidance with assigned tasks.
- Proactively anticipate needs and prioritize action steps.
- Multi-task well in a fast-paced environment.
- Demonstrate flexibility by adapting to diverse environments.
- Be present and prepared.
- Demonstrate dependability.
- Prioritize and complete tasks to accomplish organizational goals.
- Consistently meet or exceed goals and expectations.
- Have attention to detail, resulting in few, if any, errors in their work.
- Show a high level of dedication toward doing a good job.
- Collaborate with others to achieve common goals.
- Quickly adapt to new or unfamiliar technologies.

\*Learning outcome descriptions from the [National Association of Colleges and Employers \(NACE\)](#).