

# FINDING WORK



## VERMILION AUTO BODY LTD.

### The Company

Vermilion Auto Body Ltd. opened its doors to Vermilion residents in late 2009. The company provides auto body repair services for personal as well as insurance claims. Vermilion Auto Body Ltd. is independently owned and operated and currently operates with two full-time personnel.

### The Work

Personnel work in an indoors auto body shop and perform some or all of the following duties using welding equipment, torches, wrenches, spray guns and other hand tools:

- Review damage and estimate repair cost and plan work to be performed
  - Repair and replace body, door, frame and underbody components
  - Hammer out dents, buckles and other defects
  - Repair and replace front end components, body components, doors and frame and underbody components
  - Fill holes, dents and seams
  - Remove damaged fenders, panels and grills
  - Straighten bent frames
  - File, grind and sand repaired body surfaces
  - Mask and tape auto body surfaces, mix paint, blend and match colours
  - Apply primers and repaint surfaces
  - Repair and replace glass components such as windshields, windows and sunroofs
- Repair or replace interior components, such as seat frame assembly, carpets and floorboard insulation
  - Inspect repaired vehicles and test drive vehicles for proper handling.



Vermilion & District  
Chamber of Commerce

Government  
of Alberta



Town of Vermilion

**The Ideal Candidate**

The ideal candidate will have the following attributes:

- Willingness to learn
- Mechanically inclined
- Team Worker
- Experience an asset

*Auto Body Technician*

Responsibilities include:

- Sweeping floors, clean up, scuffing parts
- Assessment of damage
- Disassemble and assemble parts and restore components to new condition
- Completion of secondary school (Grade XII Diploma) is required
- Must be able to take instruction
- Completion of a three- to four-year motor vehicle body repair apprenticeship or technician program or equivalent is desirable. Registration in an apprenticeship program is acceptable.  
*(Note that Trade certification for motor vehicle body repair (metal and paint) is compulsory in Alberta.)*

*Manager – Auto Body Shop*

- Must be qualified Journeyman
- Must be able to perform all duties of the trade
- Must have good management and administrative skills
- Responsible for all work performed in shop

**Training**

One-on-one training is available to employees and sponsorship through the Apprenticeship Program through NAIT is possible to qualified candidates.

**Hours of Work, Pay and Benefits**

Hours of work are typically 8:00 a.m. to 5:00 p.m. Monday to Friday. The shop is closed Saturday, Sunday and Statutory Holidays. Salary increases and bonuses are given depending upon

performance. Employees are entitled to two weeks of vacation per year in accordance with legislation.

**How to Apply**

Vacancies would typically be advertised in the local newspaper or by word of mouth. Qualified candidates are encouraged to apply to:

Nick Wight, Owner/Manager  
Vermilion Autobody Ltd.  
4021 – 52 Avenue  
Vermilion, AB T9X 1H7

Phone/Fax: 780 853-6426  
E-mail: [vabltd@telus.net](mailto:vabltd@telus.net)

Applicants should include a résumé and copies of credentials where applicable. Please include references.