

SOUTHERN
COLLISION CENTER

Job Title: Auto Body Shop/Collision Center Estimator

Location: Southern Collision Center, LLC, Enterprise, AL

Job Type: Full-time

About Us: Southern Collision Center, located in Enterprise, AL, is a well-established auto collision center committed to providing high-quality repair services. We offer retirement plan contributions, Blue Cross Blue Shield Insurance Plans and paid holidays. With a successful track record of operations, we are currently seeking a skilled and experienced Estimator to join our team. This role is vital in assessing damage, preparing accurate repair estimates, and ensuring excellent customer service throughout the repair process.

Responsibilities:

1. Vehicle Assessment:

- Inspect vehicles for damage and assess the extent of repairs required.
- Utilize industry-standard techniques to accurately determine repair needs.

2. Customer Interaction:

- Interact with customers to gather information about the incident, explain the repair process, and address inquiries.
- Provide clear and detailed explanations of the repair estimate to customers.

3. Estimate Preparation:

- Prepare detailed and accurate repair estimates using CCC One estimating software.
- Ensure estimates include all necessary parts, labor, and materials required for the repair.

4. Insurance Communication:

- Collaborate with insurance adjusters to discuss and negotiate repair costs.
- Provide any additional information required by insurance companies for claim processing.

5. Customer Service:

- Maintain ongoing communication with customers throughout the repair process.
- Address customer concerns and inquiries with professionalism and courtesy.

6. Documentation:

- Keep detailed records of estimates, communications, and any additional information related to the repair process.
- Ensure all documentation meets industry and regulatory standards.

Requirements:

1. Proven experience as an Estimator in an auto body repair setting.
2. Strong knowledge of auto body repair techniques, materials, and labor requirements.
3. Proficiency in using estimating software (e.g., CCC One, Audatex, Mitchell).
4. Excellent communication and customer service skills.
5. Ability to work collaboratively with repair technicians, parts managers, and insurance professionals.
6. Detail-oriented with a focus on accuracy in estimating and documentation.
7. Familiarity with insurance claim processes and procedures.

How to Apply: Interested candidates should submit their resume and a cover letter outlining their relevant experience to brian@southerncollisioncenter.com

Southern Collision Center, LLC is an equal opportunity employer. We encourage candidates from all backgrounds to apply.