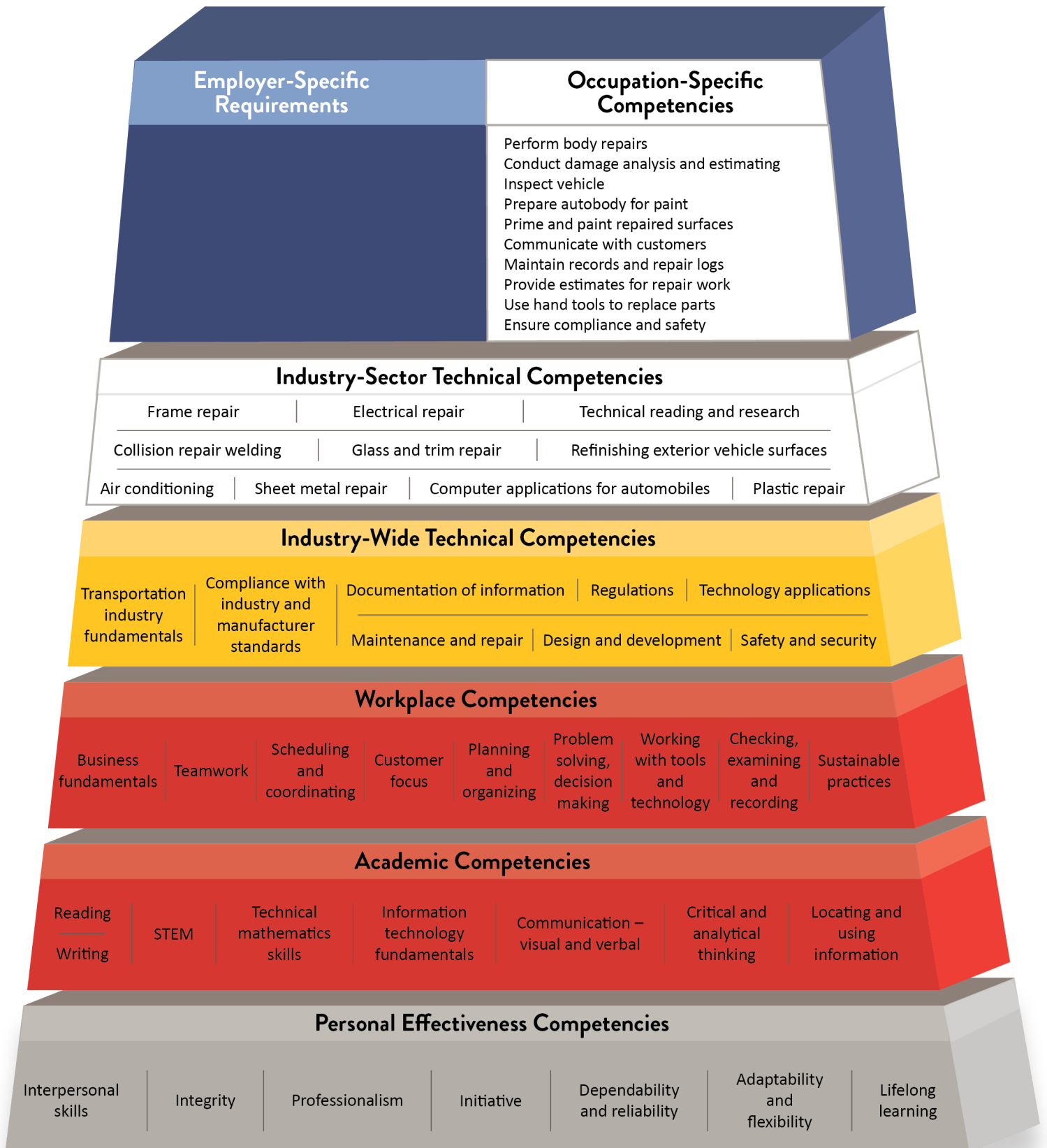


Minnesota Dual-Training Pipeline

Competency Model for Transportation

Occupation: Automotive Body Repair Technician



Based on: Transportation, Distribution and Logistics Competency Model, Employment and Training Administration, United States Department of Labor, August 2018. For more detailed information about competency model creation and sources, visit dli.mn.gov/business/workforce/transportation.

Competency Model for Automotive Body Repair Technician

Automotive Body Repair Technician – An automotive body repair technician specializes in repairing and restoring the external components of damaged vehicles. Their primary responsibilities are to assess, repair, and replace damaged or worn-out body parts, such as panels, fenders, doors, and bumpers, to restore the vehicle’s appearance and structural integrity.

*Pipeline recommends the Industry-sector Technical Competencies as formal training opportunities (provided through related instruction) and the Occupation-specific competencies as on-the-job training opportunities.

Industry-Sector Technical Competencies

Related Instruction for dual training means the organized and systematic form of education resulting in the enhancement of skills and competencies related to the dual trainee’s current or intended occupation.

- **Frame repair** – Restore the structural integrity of a vehicle’s chassis or frame after it has been damaged.
- **Electrical repair** – Diagnose and fix advanced driver-assistance systems (ADAS) that arise due to accidents, wear and tear, or faulty components.
- **Air conditioning** – Demonstrate procedures related to auto collision such as reclaim, recharge, and replace parts as results of a collision.
- **Refinishing exterior vehicle surfaces** – Refinish exterior vehicle surfaces through preparation, priming, painting, and clear coating to achieve a high-quality finish and ensure structural integrity.
- **Sheet metal repair** – Assess and repair damaged sheet metal using techniques like hammer and dolly, heat shrinking, and welding.
- **Plastic repair** – Understand the differences in the kinds of plastics used for vehicle exterior and know how to repair and/or replace plastic components of the vehicle.

- **Glass and trim repair** - Know how to replace and repair auto glass as well as surrounding trim on the vehicle.
- **Computer applications for automobiles** – Know the basics of the computer systems that operate in automobiles and how to fix and/or adjust those systems to the manufacturer standards of safe vehicle operation.
- **Collision repair welding** – Understand welding techniques to join and repair metal components, ensuring structural integrity and seamless finishes on vehicle bodies.
- **Technical reading and research** – Know how to conduct technical reading and research by reviewing repair manuals and manufacturer specifications to ensure accurate and high-quality automotive body repairs.

Occupation-Specific Competencies

On-the-Job Training (OJT) is hands-on instruction completed at work to learn the core competencies necessary to succeed in an occupation. Common types of OJT include job shadowing, mentorship, cohort-based training, assignment-based project evaluation, and discussion-based training.

- **Perform body repairs** – Understand how to perform a variety of repairs to the exterior body of the vehicle to pre-loss condition.
- **Conduct damage analysis and estimating** – Evaluate the extent of damage to a vehicle and determine the cost and steps required for repairs.
- **Inspect vehicle** – Thoroughly inspect the vehicle to assess visible and hidden damage caused by accidents, wear, or other incidents.
- **Prepare autobody for paint** – Understand how to sand and appropriate areas and cover and protect bumpers, windows, trim, etc. for paint.
- **Prime and paint repaired surfaces** – Know how to use spray guns and other paint tools to restore finish to auto surfaces.
- **Communicate with customers** – Understand how to communicate with customers about the repairs, processes, cost, etc. in a manner that ensures high quality customer service.
- **Maintain records and repair logs** – Review service and maintenance checks previously performed to inform repair work and continue documentation of all preventative and corrective maintenance.

- **Provide estimates for repair work** – Know how to provide quotes for work to be done/ repaired and then present that information to the customer.
- **Use hand tools to replace parts** – Know how to safely use hand tools to perform repairs and replace parts to fix the body of the automobile.
- **Ensure compliance and safety** – Understand how to perform all responsibilities in compliance with regulations, original manufacturer’s standards, and procedures to ensure safety of all.

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