



KOJO AUTO SERVICE CENTER



LAGOS:

1, Moshalashi Street,
Off Western Avenue,
By Ipori Bridge Alaka Surulere, Lagos.
Tel: 08077692625, 08077692662,
08077692633

ABUJA:

Plot 1209 Shehu Yar'Adua Way
Mabushi Near VIO, Abuja FCT.
Tel: 08077692630, 08067779150,
09-2911234

BENIN:

45, Agbor Road, Ikpoba Hill,
Benin City, Edo State.
Tel: 08077692641, 08077692644

PORT-HARCOURT:

Plot 117, Trans-Amadi Layout
Port Harcourt, Rivers State.
Tel: 08077692621, 08077692631,
07037823937

AWKA:

Plot C5 and C6 Agu-Akwa
Layout Akwa Anambra State
Tel: 08077692640, 08077692610

JOB INSTRUCTION

Customer Name/ID:	AYOKUNLE ISIJOLA / KJ2B50AA4	Date:	24th Jan, 2022
Organization:		Reg. No:	KSF 71 HE
Vin/Chasis No:	2T2BK1BA9AC057511	Odometer Reading:	
Phone Number:	08068732148, 07038749346	E-mail:	
Vehicle Make:	LEXUS RX 350	Model Number:	GGL15L-CWTGKA
Address:			

Item Description	Quantity
FRONT BRAKE DISC (SET) - /	1
FRONT BRAKE PAD (SET) - /	1
WHEEL BALANCING & ALIGNMENT - /	1
PAINTING MATERIALS (FRONT FENDER RHS) - /	1
EXHAUST HANGER - /	1

		Additional Job Completion: <input type="checkbox"/> Value: <input type="checkbox"/> Project Estimate/Explanation: <input type="checkbox"/> Car Was Needed?: <input type="checkbox"/> Replaced Part Keep: <input type="checkbox"/>		
1 <input type="checkbox"/> Cleanliness (Exterior/Interior): <input type="checkbox"/> <input type="checkbox"/> Courtesy Items Removal: <input type="checkbox"/> <input type="checkbox"/> Outer Mirror Position / Seat Position: <input type="checkbox"/> <input type="checkbox"/> Clock Adjustment / Radio Sitting: <input type="checkbox"/> <input type="checkbox"/> Job Completion Notification: <input type="checkbox"/>	2 <input type="checkbox"/> Signed 1 Date: _____ Time: _____ <input type="checkbox"/> Signed 2 Date: _____ Time: _____	Job Details Explanation: <input type="checkbox"/> Fee Explanation: <input type="checkbox"/> Result Confirmation with Customer: <input type="checkbox"/> Walk-Around Check: <input type="checkbox"/>	Fixed: <input type="checkbox"/> Level Up: <input type="checkbox"/> No Fixed: <input type="checkbox"/> PSFU(Plan): <input type="checkbox"/>	Delivery: Date: _____ Time: _____ Customer: _____
Change of Delivery Time:		Job Time:		
Additional Jobs /Job Stoppage/Others		Job Start: Date _____ Time _____		
Completion Changed: _____		Job Completion: Date: _____ Time: _____		
Other Findings :		Actual Hours Clockd:	Technician Name:	
Job Completion Notification: Date: _____ Time: _____		Delivered to Owner / Family / Other (_____)		
P.S.F.U. (Plan):		Contact Info:		
Date: _____ Time: _____		Telephone No: _____ (Home/Business/Mobile)		
		Email: _____		

P.S.F.U (Actual):

Date: _____ Time _____

Customer: Owner / Family / Other (_____)

P.S.F.U (GJ) :

☐ Fixed

☐ Followup Status (Follow up Again

Date: _____ Time: _____

☐ Not Fixed (Appointment Date/Time)

Date: _____ Time: _____

Staff Name: _____

Confirmed By: _____

Supplied By: _____

Issued By: _____

Order By: OGOCHUKWU MIRIAM NWOKOMA