

# Parts Advisor

*Rock Country GMC*

**We are seeking our next great team member to join our Parts Department as a Parts Advisor. You have a customer-centric approach to all duties and interactions is a must. If you are an organized, team-oriented candidate that has excelled in a fast-paced environment. Our tenured staff is ready to help you start your new career at Rock Country GM in Thompson, MB.**

## **Job Duties:**

- Efficiently help customers select parts and provide internal and external customers (retail and shop) with high-quality service.
- Answer telephone calls, indicate prices, and provide any other information.
- Take orders for parts by telephone, technician counter, retail counter, and wholesale accounts.
- Receive payments from retail customers.
- Handle customer complaints immediately and according to the dealership's guidelines.

## **The Ideal Requirements:**

- Must have a driver's license
- Knowledge of automotive parts, and mechanical/mechanical repairs.
- Excellent interpersonal skills with an upbeat and engaging attitude.
- Customer relationship skills include listening and the ability to communicate effectively.
- Excellent verbal communication and writing skills.
- Ability to manage customer complaints and resolve difficult situations.
- Organized and pays attention to detail.
- Ability to follow set and standard procedures.
- Excellent time management skills and the ability to multi-task.
- Flexible and open to change; take on special tasks as needed.
- Ability to work independently and take self-initiative
- Basic computer skills.

## **Why Work for H5 Group of Companies Group:**

- Competitive Compensation Package & Group Health Benefits
- Training & Development Support
- Telus Online Health
- Vehicle Purchase & Service Incentives
- Opportunities for Career Advancement
- Employee events
- Fun & Supportive Culture

To Apply please contact:  
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Go to our website to see more about our company and the many reasons why you will want to work for us!

<https://www.travelmanitoba.com/blog/10-ways-thompson-calls-you-north/>