



Parts Sales Advisor

Location: Armagh

We have an exciting opportunity for an enthusiastic and driven Sales Advisor to become part of our expanding team. This position is highly customer focused.

Duties include but not limited to:

- Greet Customers in store and assist with queries professionally & efficiently
- Deal with all parts related telephone enquiries/orders
- Locate Parts/Prices and take payment
- Stock Control- Receive and locate stock
- Ordering/Booking out stock/van deliveries
- Complete parts filing, including invoice sheets, technical information/bulletins.
- Ensure all orders/quotes are accurately processed on internal system

Criteria

- You will be customer focused, able to work on your own initiative, have an organised approach and have a good understanding of the Motor Trade.
- You will have strong selling skills, with a good working knowledge of the components you are selling.
- A confident communicator you will have the ability to build rapport quickly with customers, deliver the highest level of customer service and pay attention to detail. You will have the drive to consistently meet and exceed customer needs and have the ability to close sales effectively.

Essential Criteria

- Computer Literate
- Current Full Driving Licence

Desirable Criteria

- 3 years plus experience working within a factor and trade counter environment
- Experience using Mam Autopart

Salary

Dependent on Skills and Experience

Please forward your CV to:

linda@autobitsmotorstore.com