



POSITION DESCRIPTION

Position Title: Spare Parts Manager

Location: Leeton NSW

Hours: 8am to 5pm Monday - Friday (1 hour lunchbreak)

Reports to: General Manager

Applications Close: Friday 20th March 2020, 5pm

Please email cover letter and resume to slanham@lanhamford.com.au

Position Summary:

If you are motivated, reliable, energetic, then this may be the position for you!

Lanham's Motor Group in Leeton is seeking a Full Time Experienced Automotive Spare Parts Interpreter to join their fantastic Customer Service team. This role will oversee all aspects of the parts operation at the Leeton dealership. The parts department works closely with the service and sales areas of the business and is committed to providing excellent service to internal and external customers.

To be successful in this role, applicants will:

- Be knowledgeable of vehicle spare parts & accessories
- Be able to work with retail and trade customers easily and quickly
- Possess excellent customer service skills with a strong customer focus
- A strong communicator
- Have strong rapport and relationship building experience
- An organised leader with good time management skills

Criteria:

- Ideally the successful applicant would have a background in dealership parts department operations, however not essential
- Systems and results orientated
- Able to identify and implement improved processes
- Skilled with IT and previous Titan DMS experience would be preferred.
- Basic Mechanical knowledge would be preferred
- Hold a current FULL NSW drivers license
- Be able to drive a manual vehicle

If this role interests you and meet the above requirements, please forward your resume to slanham@lanhamford.com.au or drop your resume into Stuart Lanham, 5 Pine Ave, Leeton, NSW, 2705 by Friday 20th March 2020.

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