

## **Job description**

### **Trainee parts adviser**

#### **Location: South Molton**

We have an exciting opportunity for someone who is enthusiastic and driven to join our hugely successful parts team and eventually become a fully trained parts advisor within the Parts Department here at Andrew Symons Ltd.

## **The person**

The successful candidate will become an important member of the parts team within our family run business deep in the heart of the South West. Some experience of agricultural machinery would be preferable, although not essential as training will be given, however, the ability to learn and carry out tasks as directed is essential.

## **Duties**

- Learn to promote and sell parts to meet customer needs.
- Learn and assist with ordering in parts in line with operational needs and chase suppliers.
- Assist Parts advisers with supplying Service Technicians with parts as required.
- Assist with verify receipt of incoming shipments against delivery notes.
- Make outbound calls to raise customer awareness and increase sales.
- Assist in keeping parts inventory clean, orderly, and well organised.

## **Preferred skills and qualifications**

- Full UK manual driving licence.
- Accuracy and attention to detail.
- A passion for customer care with excellent customer service skills.
- Highly motivated and enthusiastic with a good work ethic.
- A positive attitude with the ability to problem solve, particularly when working under pressure and on your own initiative.
- Ability to work in a team environment.
- Familiar with New Holland and competitive products.

## **Benefits**

- Training
- Free on-site parking
- Company pension
- Staff discount

Email your covering letter and CV to: [henrydunn@andrewsymons.co.uk](mailto:henrydunn@andrewsymons.co.uk)

Or call 07436 253383