



### **Parts Counter Representative- Full Time**

Aberfoyle Snomobiles Ltd is an OEM powersports dealer servicing and selling Arctic Cat Snowmobiles, ATVs, Side by sides, Argo XTV vehicles, and Triton trailers. We are a family owned business that has been serving customers across southern Ontario since 1971.

Applicant must have some experience with powersports related products or similar industry and enjoy working with people. Position will include the following, but are not limited to, product merchandising, receiving and stocking parts, answering the telephone, writing service work orders, and answering Arctic Cat Snowmobile, ATV and Side by Side related questions. Must be able to work some evenings until 8 and Saturdays (we are currently open 9-1 on Saturdays). The successful parts counter representative is an individual who is motivated, and organized.

#### **Essential Functions and Responsibilities**

- Greet customers immediately in a courteous and friendly manner
- Responsible for inventory management, replenishment and merchandising
- Responsible for receiving, tagging and stocking of parts and accessories
- Ability to stand up to 8 hours per day
- Ability to lift up to 50 lbs on occasion
- Assist service department with all of their parts needs for repairs
- Ability to look up parts and quote prices for parts using catalogs and micro-fiche
- Provide an in-depth knowledge of our products and services
- Handle customer complaints reasonably, showing empathy and a positive attitude, and demonstrate our commitment to excellent customer service
- Answer phone calls and provide price quotes and relevant information
- Foster relationships with customers to establish customer retention
- Ability to manage multiple duties simultaneously
- Outgoing, personable, team player with a superior work ethic
- Proficient time management and organizational skills
- Perform other duties as assigned

#### **Qualifications:**

- Ability to multi-task and handle fast-paced work environment
- Previous experience working in a retail-parts counter environment
- Knowledge of Arctic Cat history and brand is a plus
- Ontario Secondary School Diploma
- Valid Ontario Drivers License

Industry leading compensation based on experience with benefits package to be discussed during Interview.

Please send your resume to: [Darryl@aber-sno.com](mailto:Darryl@aber-sno.com)