



Parts Person – Full Time

Twin Cities Wrecker Sales is seeking to fill a full-time position within our Parts Department. This person is responsible for sales of wrecker parts and components, as well as all shipping and receiving and assisting in inventory management. Must have experience in a parts department or auto parts store. We offer a generous benefits package and flexible schedule.

Qualifications:

- Read, write and communicate in fluent English
- Use basic math skills; add, subtract, multiply, and divide
- Knowledge of inventory or warehouse management
- Lift 25 pounds regularly and 50+ pounds occasionally
- Must be able to pass a drug test and background check
- Excellent customer service skills
- Present yourself in a professional manner

Job description & duties:

- Responsible for inventory processes including shipping, receiving, cycle counts, back stock, etc.
- Selling parts over in person and over the phone, including; invoicing and collecting payment
- Referring to parts manuals (both hard copy and electronic format) to identify exactly the right part(s) for the make, model vehicles/equipment
- Filling internal parts orders for the sales and service departments
- Follow all safety policies and procedures
- Perform other job-related duties as assigned
- Willingness to work Saturday(s), occasionally

Employee Benefits:

- Paid holidays for full time employees
- 1 week paid vacation after 1 year
- Medical insurance (premium 100% paid)
- Profit sharing
- Dental, Supplemental and Life insurance available
- Retirement plan available (with employer contributions)
- Weekly payroll with direct deposit
- Many other great benefits



To apply please send your resume via email to jenn@tcwreckersales.com or fax to 651-488-1374