



General Auto Parts, LLC

Indoor used parts superstore

715 Kennon Rd. Rockford, IL 61109

Hiring: Salesmen

JOB DESCRIPTION:

Job Summary

Candidate will possess personal knowledge and skills to perform auto part sales. Will properly lookup and locate parts for customers vehicles and sometimes perform necessary outside sales calls. Candidate must be willing to work 1st shift. Schedules include Monday through Friday 8 a.m. to 5 p.m. and some Saturdays. Paid holidays after 90 days and a week paid vacation after 1 year. Candidate must possess knowledge of auto parts and able to speak with customers clearly and on a professional level.

Ideal candidate will possess the following:

- Current documented automotive sales experience
- Experience using computers, part lookup software,
- Possess a full complement of personal knowledge of automotive industry
- Professional communication skills
- Excellent problem solving & negotiating skills
- Ability to proficiently create wholesale/retail orders.
- Class D Standard Drivers License

Job Responsibilities

- Take phone calls, greet retail customers and place orders for parts
- Communicating and working with the public and others outside of our organization
- Documenting/Recording Information
- Bend, stand, walk, and turn/pivot frequently throughout the duration of the workday
- Full time: 8-10 hours per day, 5-6 days per 7-day week
- Report to work on a regular and timely basis and complete the scheduled workday on a consistent basis
- Ability to work, additional hours depending on service needs
- Sitting required infrequently throughout the duration of the workday
- Lift, lower, push, pull, leverage and manipulate parts and/or items weighing up to 70 pounds
- Operate phones, computer and part locating software
- Work cooperatively in a diverse work environment
- Have a sufficient ability to communicate, through sight, hearing, and/or otherwise, to perform assigned tasks and maintain proper job safety conditions

BASIC QUALIFICATIONS:

- U.S. Citizen or National of the U.S., an alien lawfully admitted for permanent residence, or an alien authorized to work in the U.S.
- Previous auto parts sales preferred but not required.
- Computer experience.
- High School Diploma
- Must be at least 21 years of age.
- Class D Standard Drivers License not required but is preferred.

