



Parts Person Journeyman

Hino Central, is looking for a Permanent Full-Time **Parts Person Journeyman** to join our team in **Calgary**.

The Parts Person Journeyman will be responsible for stock handling, identifying and cataloging parts and assemblies as well as ordering, receiving, inspecting, sorting, pricing and selling parts. The Parts Person Journeyman will have a strong focus on HINO OEM products and supporting products.

Main responsibilities:

- Sells supplies and parts,
- Orders parts and keeps inventories,
- Receives supplies and stores them according to a prearranged system,
- Organizes and ships exchange parts and returns,
- Keeps price lists and catalogues updated,
- Create invoices, estimates, maintain records, and receive payments
- Working with service advisors and technicians
- Answering phones and taking orders
- Effective communication with internal and external customers

Qualifications:

- Parts Journeyman Certification
- Previous parts experience is an asset
- Previous forklift training, experience and/or certification is an asset
- Must be knowledgeable in the use of all in-house equipment, including computers, including Excel & Word, calculators, facsimile (fax) and materials handling equipment
- PBS business system is an asset
- Able to contribute to the operation and principles of operation of the business.
- Valid Driver's License (minimum of Class 5) and Driver's Abstract acceptable to TDF Group's Driver and Vehicle Safety Program
- Pre-hire security clearance is required

What we offer:

- Business Casual dress
- Dental care
- Disability insurance
- Employee assistance program
- Extended health care
- Life insurance
- RRSP match
- Vision care

Submit your application directly to our recruitment team recruitment@drivingforce.ca

Please note all offers of employment at Hino Central are conditional upon the successful completion of a pre-hire background check. This may include anything up to and including a criminal history check, driver's abstract and reference checks.

Hino Central is an equal opportunity employer that embraces diversity in the workplace and encourages applications from qualified women, men, visible minorities, aboriginal peoples, and persons with disabilities. We welcome applications from all interested individuals; however, only those candidates selected for an interview will be contacted.



Job opportunity location:

7320 64 St SE, Calgary, AB T2C 5V6

If you are interested in this opportunity, contact us in person or email recruitment@drivingforce.ca