



BIG Jobs at Bucars It doesn't get much bigger than the RV industry.

Job: Parts Clerk

Bucars RV Centre, an award winning RV dealership in Balzac, Alberta, just north of Calgary, is looking for an exceptional individual to fill the role of **Parts Clerk** and join our world-class Parts Department. Reporting to the Parts Manager, the Parts Clerk will work along side our award winning team of professionals, be results oriented and have a drive for excellent customer service.

Responsibilities:

- To sell parts and accessories to customers as per company policy
- To receive payment from customers for service work orders
- To keep the parts store neat and tidy
- To assist with customers needs as much as ability and resources will allow
- To maintain and count the parts cash in the register
- To monitor and maintain inventory levels in the parts store

Qualifications:

- High School diploma
- Knowledge of RV Parts is beneficial
- Knowledge of Retail Sales
- Administrative skills
- Capable of efficient planning and organizing
- Able to prioritize
- Good health and physical mobility
- Good communication skills

Behaviour Traits:

- Capable or working independently and with a team
- Good judgment
- Ability to problem solve
- Pleasant personality
- Appreciation for RVing

Apply in confidence by sending a resume with cover letter to **BIGjobs@BucarsRV.com** or drop your information off at the dealership in Balzac, Alberta.