



Vehicle Parts Advisor, Perth

£10,140 - £12,168 per year

Perth Full-time (40 Hours)

Closing Date 09/03/2018

SCQF level 6/7 / MA level 3

Apply via www.apprenticeships.scot

Job overview

This Modern Apprenticeship is for 4 years, is open to apply to 16 – 19 year olds and if you are disabled or care experience up to age 29.

You will get to learn practical skills from being in a real working environment. You will be work shadowed by mentors who are qualified members of staff so that you can learn first-hand how to undertake the role. You will also get the opportunity to assist in all branch type activities allowing you to progress through the apprenticeship. This apprenticeship will have a focus on learning and development within Commercial Vehicles (LGV's).

What might a typical day in this job look like?

Apprentice Parts Advisors initially work 40 hours a week. As your apprenticeship progresses you may be offered additional hours this may include weekend work, usually on a rota system with other team members.

You will develop a good technical knowledge about different vehicle parts and systems for predominantly Commercial Vehicle outlets including what these parts do within the vehicle coupled with developing your knowledge and skills to be able to answer any questions the customer may have.

What will I learn?

Dealing with goods inwards, locating vehicle parts within the company storage systems. Rectifying orders, arranging returns, dealing with customers both internal and external, this could also be over the phone or face to face. Maintaining stock levels through electronic means and locating parts from the stock (picking). Raising invoices and cash handling for parts that are sold.

What qualification or qualities are required?

Standard Grades and/or National 5's or above in English and Maths and 1 other subject. Good Core Skills in IT, Communication, Numeracy, Problem Solving and Working with others.

Highly organised and must have good attention to detail.

Good IT and Communication skills.

A desire to work within the Automotive Industry.