



Parts Person

Full-Time

Campbell River Region
Campbell River

Thursday January 29, 2026

\$26 - \$30/ hour (\$26.00 - \$36.00 DOE)

Company: Carmac Diesel Ltd.

Website: <https://www.carmacdiesel.com>

Industry: Retail & Wholesale

Remote/Camp Based Job: No

How to apply:

Email: carmacdiesel@gmail.com

Expiry Date:

Thursday, February 12, 2026

Details:

Carmac Diesel is a full-service commercial truck and trailer repair centre and Licensed CVI facility. We pride ourselves on providing exceptional quality service and fleet maintenance solutions to our customers in the Campbell River and surrounding areas. We're looking to add a Parts person to our growing team, someone who thrives on providing superior customer service, is a great problem solver sourcing out parts and dealing with suppliers, and enjoys being part of a hard-working successful team. As a Parts Person, you play an integral role in selling parts which includes determining parts requirements with customers and technicians, selling parts, expediting and providing order processing services. This position reports to the Parts Manager. Job Responsibilities:

- Sourcing and sales of all parts and accessories to existing and prospective customers through exceptional service
- Assist technicians/external customers with parts requirements/inquiries
- Generating quotes and completing orders promptly and accurately for internal/external customers
- Telephone sales – inbound/outbound
- Build strong business relationships with customers and suppliers
- Shipping/receiving/warehousing, processing all related documents ensuring shipments are complete and accurate
- Willing to go above and beyond for the customer
- Process parts returns

Qualifications & Experience:

- Minimum 2 years experience with automotive, heavy-duty equipment or truck parts counter sales with a high degree of product knowledge. An equivalent combination of education and experience will be considered
- Strong oral/written/online communication skills
- Detail oriented and able to work

efficiently in a fast-paced environment • Solid organizational, interpersonal and time management skills • Ability to work independently under minimal supervision • Valid driver's license • Warehouse/Shipping/Receiving experience • Willing to work flexible hours and perform other miscellaneous duties in support of business needs • Strong computer skills using in-house and online software including Microsoft Office, with a willingness to learn new supplier software • Strong Health, Safety and Environmental skills • Impeccable punctuality and attendance • Forklift certification would be an asset
