

Located in Campbell River, Ocean Pacific Marine is the most comprehensive marine store and boatyard on Northern Vancouver Island. Serviced by a 110ton Marine Travelift, Ocean Pacific Marine has been providing parts and service to recreational boaters and commercial vessels in the Campbell River area since 1985. Boatyard projects vary in scope from local recreational & commercial vessels to Department of National Defense & Government of Canada vessels including Coast Guard & RCMP.

We are currently recruiting for a **Marine Parts Advisor & Purchaser**. The ideal candidate is an experienced parts person with a background in Marine, Heavy Equipment, Automotive or a comparable environment.

Come join our dedicated & enthusiastic team as we continue to grow this thriving business.

Responsibilities:

- Work directly with Boatyard Managers, Technicians and Retail Store Associates to ensure the required parts are sourced, purchased and received on time and within budget.
- Field incoming parts requests from Boatyard Technicians and Retail Customers.
- Source parts for recreational and commercial vessels including but not limited to diesel engines and parts, generators, electrical, plumbing, hardware, paint, fiberglass, industrial valves and piping, welding supplies.
- Prepare purchase orders in the point-of-sale system and communicate delivery details internally.
- Communicate directly with vendors to obtain product information such as price, availability and delivery times.
- Update work orders and parts database ensuring administrative accuracy at all times.

Qualifications, Knowledge & Skills:

- Experience as a Parts Advisor or Purchaser in Marine, Heavy Equipment, Automotive or a similar field.
- High level of competence with Microsoft Office Applications.
- High level of competence with Point of Sale or ERP systems.
- Class 5 Drivers License.
- Experience with Marine Parts would be an asset.
- Experience as a Marine, Automotive or Heavy-Duty Tradesperson would be an asset.
- Experience as a Parts Person in a dealership environment would be an asset.

This is a full-time position with a competitive wage and benefits package

www.oceanpacificmarine.com

Send resume to laurak@oceanpacificmarine.com

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