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## **AUTOMOTIVE PARTS PULLER**

Hotch's Auto Parts is a family owned and operated automotive recycling business; serving Hastings and Prince Edward County, Lennox and Addington, the City of Kingston and surrounding areas for 30 years. Hotch's Auto Parts continues to increase operations, recently opening a new facility in Bowmanville, ON, expanding our market base to the GTA; while maintaining operations from our Head Office in Ameliasburgh, ON.

At Hotch's Auto Parts, our quality and service is of utmost precedence, we are a Gold Seal Certified member of the Automotive Recyclers Association and pride ourselves on the quality of our automotive parts and exceptional service to our clients. We are currently seeking a driven and knowledgeable Automotive Parts Puller to join our successful team at our Ameliasburgh location.

Reporting to the Shipping Manager, as an Automotive Parts Puller you will be expected to work Monday to Friday from 08h00 to 17h00, properly pulling automotive parts from the warehouse and from the yard. You will be expected to safely operate yard vehicles and forklifts and will be responsible for recognizing damaged/broken parts.

### **What are we looking for in you?**

- You must be self-disciplined, goal-oriented, able to manage your time effectively and work independently with little to no supervision.
- You must be a team player and willing to assist with other duties as required.
- You must have good interpersonal skills, be reliable, dependable and trustworthy.
- You must be self-disciplined, able to manage your time effectively, meet time sensitive deadlines, and work independently with little to no supervision.
- You must have a high mechanical aptitude and prior mechanical experience.

### **Duties and Responsibilities**

- Efficiently and effectively pull parts from all makes and models of vehicles in the yard and from warehouse without damaging parts using various power tools and equipment.
- Recognize parts that are damaged/broken or in need of repair and notify appropriate personnel.
- Read orders and use extreme attention to detail to ensure accurate fulfillment of orders, appropriately completing any paperwork or electronic documents related to orders.
- Assist in the preparing and packaging of parts for deliver, or sale at the front counter, and performing high-level quality control inspections on all parts.
- Properly re-stock returned parts, using proper inventory control measures.
- Assist with inventory control measures, cycle counts, stocking shelves, maintaining warehouse and yard organization, cleanliness and safety.
- Create and maintain a clean and safe working environment, complying with Occupational Health and Safety standards and requirements.

### **Qualifications and Requirements**

- You must have some experience working in the automotive industry and be able to adequately recognize vehicles of all makes and models and parts.
- You must hold a High School Diploma, additional licenses and qualifications will be considered an asset.
- You must have a Forklift Operator's Card or be willing to obtain.
- You must be able to safely lift up to 23kg (50lbs).
- You must be able to provide a clear Criminal Record Check, Driver's Abstract, and minimum of three successful reference checks.
- You must have reliable transportation to work in a rural area year round.
- You must have your safety equipment.

### **Salary**

Hourly rate of \$14 to start based on a 42-hour work week. Wages will be adjusted accordingly with experience and qualifications. Along with comprehensive company benefits, Hotch's Auto Parts offers lot's of room to grow quickly, with highly competitive wage incentives and bonus plans. Apply today to find out more.