



Agricultural Parts Counter Personnel

Reports to: Parts Manager/Store Manager **Status:** Full Time Position

Objective: Provide professional and knowledgeable service to customers who are seeking assistance in the purchase of equipment parts and store merchandise

Responsibilities:

- Research catalogs/computer to determine part stock numbers and prices
- Determine replacement parts required upon inspection of old parts, or description of malfunction
- Advise customers on substitutions/modifications of parts when identical replacements are not available
- Discuss use/features of various parts and accessories
- Receive and fill phone orders for parts
- Fill customer orders from stock
- Prepare sales invoices
- Process payments and returns
- Examine returned parts for defects

Requirements:

- Must have working knowledge of AG parts and equipment
- Experience with tractor parts/components in sales or service
- Computer skills are necessary
- Must be personable and enthusiastic
- Must be a TEAM player and respectful of co-workers

Benefits:

- Wages based on experience
- Medical, 401k, vacation

Lamb & Webster, Inc. is an equal opportunity employer.

Apply in Person or Send Resume to:

**Lamb & Webster, Inc.
Attn: Bob Lefrancois
1085 Sandy Lake Rd, Grove City, PA 16127**