



**Position:** Parts Manager  
**Location:** Dartmouth  
**Reports to:** Parts Director  
**Start Date:** ASAP  
**Status:** Full-Time

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**Nova Truck Centres**, a division of Nova Enterprises Limited, is a Freightliner and Western Star dealership with four locations across Nova Scotia. Recognized as an Employer of Choice by the Trucking Human Resource Sector Council Atlantic, we are a dynamic company within a competitive market.

**What the position is about:**

The Parts Manager takes the lead role in managing an efficient and profitable Pars Department; This role will oversee all aspects of the Parts department, driving change and business results while building customer confidence and relationships.

**What you will be responsible for:**

- Manage and oversee the daily operations of the Parts departments.
- Manage inventory in parts in order to effectively grow parts sales, gross and net.
- Build team commitment and coach and develop employees.
- Work closely with customers to understand their needs and offer the best solution to meet their needs in a timely manner.
- Identify and communicate opportunities for change which will positively impact business results.
- Build and establish relationships with customers to provide excellent customer service and increase customer loyalty.
- Collaborate with company department leaders and Human Resources to promote a cohesive working environment.

**What you bring:**

- Minimum of five years' parts and inventory experience in the medium/heavy-duty truck industry.
- Leadership experience managing departmental operations and developing employees
- Must be customer-sensitive and able to listen, understand and communicate professionally with all customers, both external and internal.
- Must be able to adjust to multiple demands and shifting priorities, and be responsive and flexible to best serve the issue at hand.
- Knowledge and understanding of the overall functioning of a parts department and the day-to-day management required to be profitable and build a strong, loyal customer base.
- Mechanical knowledge/aptitude and the ability to convey technical information to customers when providing service would be an asset.
- Proficiency in the use of personal computers and the ability to quickly adapt to new applications and software.

**Let us help you define your road to success by supporting you with our:**

- Competitive salary
- Health & Dental programs
- RRSP programs
- Industry focused training and continued education programs
- Growth opportunities

If you have your sights set on a rewarding career where you will be engaged in challenging work and are encouraged to take charge, we invite you to apply by sending your resume and cover letter to the attention of: **Dave Harris, Parts Director:** [careers@novatrucks.ca](mailto:careers@novatrucks.ca)

*We thank all applicants for their interest but wish to advise that only those selected for an interview will be contacted.*  
**NO PHONE CALLS PLEASE!**