



## **Parts Sales Manager**

**Job Reports To:** Parts Manager  
**Exempt or Non-Exempt:** Exempt  
**Full-Time or Part-Time:** Full-Time; Salary

### **Job Summary:**

We are looking for a person to manage/lead our Parts Sales Team who is energetic, passionate, highly motivated, and ready to guide an outstanding sales team to success. With sales volume on the rise, we need a leader with a proven track record of exceptional customer service, sales skills, and training abilities. You will manage the Parts Sales Team and oversee all practices occurring in the parts showroom and outside sales team. You will use your proven sales ability to turn potential buyers into raving UKTS fans! You will ensure that the entire sales team provides a customer service experience that outperforms the competitive market!

### **Essential Job Functions:**

1. Servant Leadership. Reports to Parts Manager.
2. Leading, Managing, Accountability (LMA) for parts sales team on an ongoing daily basis.
3. Parts business development and strategic sales growth.
4. Performing functions while practicing UKTS' core values (Faith, Service, Family).
5. Work with each salesperson & manager to work on specific goals and objectives that are set and established.
6. Manage CRM system
7. Maintain liaison with volume customers, such as fleet owners and leasing companies.
8. Create and maintain a sense of urgency to service all customers internally and externally.
9. Develop, support, and manage all other team members with growth in each of their respective positions as well as creating cross functional bench strength.
10. Backup for parts counter and outside sales team members
11. Any other duties assigned by Parts Manager.

### **Required Skills and Core Competencies:**

- Sales motivator
- Ability to self-educate and take initiative when needed
- Strong computer/technology skills and proficiency required
- Excellent relational/communication/writing/phone skills
- Ability to handle details without losing sight of the big picture
- Organizational skills
- Technical / mechanical / industry knowledge
- Flexibility and multitasking
- Process and systems minded



**Standards:**

- The ability to interact with employees.
- Always Maintain a clean and organized work area.
- Work performed is to be in a professional manner in accordance with or exceeding company standards.
- Adhere to all company policies, procedures, and standards.
- Display a professional attitude toward customers and fellow employees.
- Be trustworthy, confidential, and self-motivated.
- Be a team player.
- Maintain a professional appearance.
- Maintain verbal and written communications as required.
- Continually seek professional and personal growth.
- Always Maintain professional and friendly attitude.