

FINDING WORK



WILTER AUTO & INDUSTRIAL SUPPLY

The Company

Wilter Auto & Industrial Supply has been in business in Vermilion for 35 years. Affiliated with six other Bumper to Bumper Auto Parts Professionals located in Alberta, it is privately owned and operated.

The company employs two full time automotive technicians and typically employs a part-time employee during the summer months.

The Work

Wilter Auto retails a full line of automotive and industrial supplies, including complete maintenance parts and lubricants for vehicles. The company specializes in vehicle accessories and also markets Shell lubricants, Westward tools, Fram air and oil filters, Baldwin industrial filter systems, Dynaline chain accessories and Grote lighting in addition to other popular automotive parts items.

The business is open from 8:00 a.m. until 6:00 p.m. Monday to Friday, from 8:00 a.m. until 3:00 p.m. on Saturday, and is closed on Sunday and Statutory Holidays.

The Ideal Candidate

The ideal candidate to work at Wilter Auto & Industrial Supply will have the following characteristics and education:

- An outgoing personality
- Good work ethic



- Good salesmanship
- Ability to work independently as well as part of a team
- Completion of Parts Technician program or enrollment in the Apprenticeship Program from a recognized and accredited institution, such as Lakeland College, NAIT or SAIT
- Clean and professional appearance
- Some automotive background an asset

Automotive Parts Technician

Responsibilities of this position include:

- Courteous and helpful customer service
- Advising customers on their requirements
- Complaint resolution: must be able to diffuse difficult situations and customers' frustration in a calm and helpful manner



Vermilion & District
Chamber of Commerce

Government
of Alberta



Town of Vermilion

- Troubleshooting automotive concerns
- Good salesmanship
- Displays and promotions
- Stocking shelves
- Inventory control
- Processing payments by cash, credit card or debit card; issuing receipts
- Filing daily transactions
- Cleaning and maintaining work area

Manager
Wilter Auto & Industrial Supply
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Vermilion, AB T9X 1J5

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Training

Wilter Auto & Industrial Supply provides in-house, on-the-job training for all employees. As part of the hands-on learning, employees learn to identify parts and their uses and develop familiarity with the various parts catalogues.

Hours of Work, Pay and Benefits

Employees work an 8 hours day, with a one-hour lunch break and two coffee breaks per day. Full time employees are paid a competitive monthly salary in accordance with their qualifications; part-time employees are paid an hourly wage.

Employees receive full benefits after three months of employment, with vacation accrued in accordance with the *Labour Standards Act* of Alberta. The company also sponsors a Christmas Party and Staff BBQ.

How to Apply

Vacancies are typically advertised on employment websites, including the Canada Job Bank, and in the local newspapers.

Interested applicants are encouraged to apply in person or by e-mail. Please submit a copy of your résumé, references and proof of qualifications with your application.