



Parts Apprentice

Job Overview

The Modern Apprenticeship Programmes allow apprentices to work full time and have the opportunity to earn while they learn and to put theory into practice within an automotive training environment.

Apprentices will gain experience in all operating systems within their own parts department and will have the opportunity to put the theory learnt on the course into practice within their own facility. Customer facing and parts identification units will be undertaken, ensuring apprentices will be able to meet and exceed their organisation's customer expectations.

What Might a Typical Day in this Job look like?

This programme covers the following areas:

- Receiving and dispatching parts
- Dealing with customer enquiries
- Sourcing parts for customers and technical staff

You will be based within a parts department, involved in giving customer advice, ordering required parts, components or accessories and updating computer systems.

What will I learn?

Basic motor vehicle technology will be a part of the course as well as telephone and sales techniques.

Regular assessment and reviews will be undertaken within the apprentice's own workplace which aims to ensure they have the required skills to successfully complete their apprenticeship.

You will train through GTG to SVQ Level 3 in Vehicle Parts Distribution.

What qualifications or qualities are required?

You must have or expect to gain National 4 or above in English, Maths, and an Admin or Computer Studies subject, Intermediates and Standard Grades 1-4 are also accepted.

It is essential that you are literate, numerate, reliable and keen to learn.