

# PARTS COUNTERPERSON

## Responsibilities:

- **Submitting purchase orders**
- **Place orders to vendors and track shipments**
- **Complete sale invoices**
- **Assist in forecasting supply and demand**

## Requirements:

- **Valid driver's license**
- **Strong willingness to learn and grow**
- **Desire to provide complete customer satisfaction at all times**

## Benefits:

- **FREE Medical insurance for you with optional family and dental plans available**
- **401(k) retirement program with company match**
- **Free life insurance**
- **Paid holidays and vacation**
- **Opportunities to advance within the organization**

*Please call today for an appointment for a confidential interview,  
or email us your resume to:*

[jobs@countryclubautogroup.com](mailto:jobs@countryclubautogroup.com) • Tom Armao (607) 432-2800



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