

Service Cashier

Ontario Motor Sales



ONTARIO MOTOR SALES

— CHEVROLET CADILLAC —

Job Description

Ontario Motor Sales is a Chevrolet Cadillac dealership proudly serving the Durham Region for over 98 years. As a well established GM Certified Service Centre, we see a high volume of maintenance work as well as warranty and repair orders. We are in need of a personable, professional individual that recognizes that the customer experience is critical to maintaining the relationships that we build with our clientele. If you are a person that thinks quickly on your feet, loves people and thrives in a busy environment, we'd like to talk to you about joining our team!

Job requirements include:

- Exceptional ability to work in a team environment
- English as a primary language
- Secondary (high) school graduation certificate
- Experience in automotive is helpful but not required
- Computer proficiency including knowledge of MS Windows strong keyboarding skills
- Strong communication and interpersonal skills
- Attention to detail
- Adaptability and willingness to learn
- Ability to work in fast paced environment with tight deadlines
- Availability to work evenings and Saturdays

Please be prepared to provide:

- Criminal record check
- Own transportation
- Personal and professional references

Job Type: Full-time, Permanent

Salary: \$14.00-\$15.00 per hour

Benefits:

Dental care
Extended health care
On-site parking
Paid time off
Vision care

Schedule:

8 hour shift
Day shift
Monday to Friday
Weekends

Experience:

Customer service: 1 year (preferred)
Cashiering: 1 year (preferred)

Job Duties:

- Operate all aspects of the register, including cash and card transactions, scanners, and scales
- Maintain an accurate cash drawer, ensuring that all transactions are accounted for by the end of the shift
- Answer any customer inquiries, and use your knowledge of store layout and product content to give directions as needed
- Maintain a clean work environment, keeping register clear for incoming customers
- Other duties as requested

Work remotely: No

COVID-19 precaution(s):

Personal protective equipment provided or required
Plastic shield at work stations
Social distancing guidelines in place
Sanitizing, disinfecting, or cleaning procedures in place