

TVC Parts Ltd is an all makes parts supplier to commercial vehicle and car repair businesses. TVC Parts is a member of the Groupauto G-Truck organisation and is part of the same group as NI Trucks Ltd, Mallusk. We currently have a vacancy for an experienced Parts Sales Advisor at our premises in Mallusk. You will need excellent customer service skills as you will be working with customers both internally, face to face and over the telephone. Being organised and able to work under pressure whilst maintaining good attention to detail are also pre-requisites for this role. This is an excellent opportunity to develop a career within a successful Commercial vehicle business who rewards success and hard work.

Job Duties:

- Working closely with the current team to fulfil enquiries and orders both internally and externally.
- Optimising the sale of Parts and Accessory products to both internal & external customers.
- Picking parts for customer orders and checking availability of stock from various enquiries.
- Ordering stock as and when required.

The Person must have the following attributes:

As a Parts Advisor, you must be a confident and motivated person who is good at interacting with people and who can represent the company in a professional way:

- Previous Parts experience within a Car or Commercial dealership.
- Enthusiasm and be a fast learner with excellent people skills
- Able to work well independently and as part of a team
- Great attention to detail
- A good multi-tasker
- Strong organisational ability
- Experience of the MAM parts system would be advantageous.

Please note:

- a) It should be noted that the duties, designation and location of the post may be subject to change to meet the changing needs of the organisation.
- b) TVC Parts reserve the right to review the experience and qualifications required depending on the volume of applicants.
- c) The main working hours for this role are 0800 to 1700 Monday to Friday. Successful applicants must be flexible with regard to working hours. Notice will be provided if any variation to working hours is required.
- d) Salary – will be dependent on experience and qualifications.
- e) If you feel up to the challenge and have the relevant experience and ability we need, please email your CV and covering letter to jobs@ni-trucks.co.uk.
- f) The closing date for receipt of applications is Friday 3 July 2026.