

MOTIVE POWER

NOC 1472

PARTSPERSON (AUTOMOTIVE) (A.C.A., non-restricted certified trade)

WORK DESCRIPTION

What would I be doing?

Partspersons or parts clerks store and issue parts and supplies for use by the establishment in which they work and for sale to public. Some of the tasks include the following:

- receive and sort incoming parts,
- store in an orderly and accessible manner in a warehouse, tool room, supply room or other area,
- process incoming requisitions and issue or distribute parts and supplies for internal use,
- maintain records of amount, kind, location of parts and supplies on hand using manual or computerized inventory system,
- prepare requisition orders to replenish parts, supplies and materials.

Automotive Partsperson normally works a standard 40-hour week. They may work shifts including weekends and holidays. They work inside and need to have a strong mental stamina for processing various requests.

PLACE OF WORK

Who needs Automotive Partsperson ?

- dealerships and repair shops,
- large manufacturing auto plants.

CONDITIONS OF WORK

Automotive Partsperson is a non-restricted certified trade. In this trade there is no Certificate of Qualification and to work in the trade a Certificate of Apprenticeship is not required. Registration as an apprentice is recommended. A Cooperative Education student, who is not a signed apprentice, does not have to be paid. An apprentice **may** be paid wages.

SALARIES/WAGES

The salary depends on the employer, years of experience, and level of training. In unionized places the wages and conditions of work are negotiated collectively.

**In the Elgin, Middlesex and Oxford area,
Partsperson can earn \$ 8.96 - \$ 12.86
per hour, averaging \$ 11.47 per hour.**

(Next)

PROSPECTS of EMPLOYMENT in the Elgin, Middlesex and Oxford area

RATING: *poor*

Growth in the Automotive Partsperson field is largely controlled by the economy.

APPRENTICESHIP IN THE AUTOMOTIVE PARTSPERSON TRADE

- takes about 2 years or 4 000 h, including 480 h of in-school post secondary training; prior education and experience may shorten the time to complete all the competencies,
- completing the apprenticeship, an apprentice receives a Certificate of Apprenticeship,
- there is no Certificate of Qualification in this trade,
- Interprovincial Trade Certification (Red Seal) is not available.

In-School Education:

An OYAP student must be 16 years old and completed Grade 10 (or equivalent).

Otherwise, all apprenticeship applicants must successfully complete Grade 12 (OSSD) or equivalent. The following competencies are valuable:

English,	<i>Communication and</i>
Mathematics,	<i>planning skills,</i>
Accounting,	<i>ability to work</i>
Computer science.	<i>unsupervised.</i>

OYAP students must be full-time students in high school and those who obtain apprenticeships will complete the apprenticeship curriculum in college or an approved Training Delivery Agent.

Specific skills learned in school are:

safety, using computer skills, communication, accounting principles, organizational skills, trade mathematics.

On the Job Training

- As a high school Cooperative Education credit (towards O.S.S.D.), learning is connected to one of the school subjects.
- The Apprentices must follow a program in the **Apprenticeship Training Standards** book which is given to them in the workplace when they register. As each competency is achieved the employer signs it off.

OPPORTUNITY TO GROW

A Certificate as a journeyperson is not required to start working as a Partsperson but an apprenticeship is recommended. After becoming a journeyperson a Partsperson may:

- become a foreperson or a supervisor,
- work in related areas or occupations.

RELATED OCCUPATIONS

- Automotive Service Technician,
- Heating and Ventilation parts,
- Air-conditioning and refrigeration parts.

CONTACT INFORMATION

Whom should I call?

School Guidance/Co-Op Office

Apprenticeship Office 519 675 7788

London: 1 800 265 1050

Apprenticeship web: www.edu.gov.on.ca

EMOLTB web site: www.localboard.on.ca

Training Hotline: 1 800 387 5656

Union: