

Parts Manager Conversation

Collaborate with your Parts Manager to answer the following questions. Use this opportunity to share new ideas from the class and to coach your Parts Manager on how they can be implemented. Be sure to respect their expertise. **Provide your answers in a different color font.**

1. What formal parts management training does your parts manager have (for example, the NADA Academy Seminar)?
CDK PARTS TRAINING, CHRYSLER PARTS TRAINING
2. Does your Dealership/Parts department have a Vision statement that all departmental employees know and understand? What is it?
TO PROVIDE AN EXCEPTIONAL SERVICE TO OUR EMPLOYEE'S AND OUR CUSTOMERS
3. Have you ever tracked your First Time Fill Rate (FTFR) manually (not using the DMS or your OEM)? What is your current Repair Order FTFR?
NEVER
4. What percentage of your business comes from Inside (RO/Internal/Warranty/Body Shop) vs Outside (Counter Retail & Wholesale)?
75/25
5. What policies, controls, and security are in place on your DMS (via Privileges and/or the Exception or Deviation Reports) to prevent counter people from changing the pricing structure during daily transactions?
NONE, THEY ASK THE MANAGER IF NEEDED
6. Who can change/override parts pricing? Cashier? Service Director/Manager? Service Advisors?
PART MANAGER ONLY
7. Are you at Retail pricing for Internal? Who established your Internal parts pricing policies? Are they current?
YES
8. If you are in a Retail Reimbursement for Warranty state, are you at retail for warranty? If not, when was the last time you petitioned the OE for retail reimbursement?
ABOVE RETAIL/3 MONTHS AGO
9. Do the Parts, Service and Body Shop Managers work with the Office Manager/Controller monthly to follow up on all Work in Process (WIP) documents. Do they verify that all parts invoices and repair orders are closed out in a timely manner? What does this look like?
YES. EVERYTHING GET CLOSED BY THE END OF EVERY MONTH
10. Is the financial statement for the Parts department given to the manager and discussed on a weekly/monthly basis? If not, is a daily operating report of sales, gross profit, etc., provided to the Parts Manager for review (DOC)?
YES, AT THE END OF EACH WEEK
11. What is your retail pricing strategy for your Parts department? How often do you check to see whether your pricing goals are being achieved?
\$0.1 - \$200 IS 10%, \$201- \$300 IS 5 % ABOVE THAT IS STRAIGHT RETAIL. YES

12. How often do you audit your dealership's Parts web page? How often are coupons, hours of business, etc., reviewed and updated?
NOT THAT OFTEN
13. Do you have a Parts online eStore? How do you ensure that parts order forms/queries are responded to in a timely manner? Who gets the email leads/questions?
YES, WE HAVE A DESIGNATED ADVISOR FOR THAT (THAT'S 75% OF HIS TIME)
14. What sales training is available to Parts personnel? If training is available, is it mandatory? How often are sales skills assessed, tested, and refreshed?
CHRYSLER QUARTERLY TRAINING
15. Do you have a process to offer accessories to 100% of your New and Used customers? If so, what does it look like? If not, why not?
YES. BOUTIQUE, INCENTIVISE/PROMOTIONS, SALES PERSONAL
16. What would help you sell more accessories?
TRAFFIC, PARTS AVAILABILITY
17. Do you review your wholesale customers to see if their sales, gross, and returns justify the expense of conducting business with them? How often are they reviewed?
FREQUENTLY
18. Do you know how much each of your Parts salespeople must sell each day just to breakeven?
NO
19. What procedures do you have in place to ensure inventory accuracy and integrity? How are variances communicated to the accounting office?
RECONCILE AT THE END OF THE YEAR.
20. Are lost sales being tracked in your DMS? Do you have a common definition that all counter people understand? What is your definition?
YES. THE CUSTOMER HAS THE CASH AND WANTS TO BUY IT BUT THERE IS NO PARTS
21. What is the biggest obstacle to getting your Special Order parts off the SOP shelves and installed/picked up?
TO GET THE CUSTOMER BACK IN THE STORE
22. In your store, what do you feel is the biggest cause of frozen capital and/or obsolescence? What is the current dollar value of your obsolescence?
\$38903 -20%
23. What is your phase in/phase out strategy? How do you balance this strategy with factory recommended stocking guidelines (RIM, ARO, Parts Eye, etc.)?
ARO, RETURN THE PARTS AFTER 39 WEEKS
24. On a scale of 1-10 (10 = expert level) what is your level of understanding of the information that is on your DMS's monthly summary?
7
25. What is the one thing that your organization can do or provide to help the Parts Manager do their job more effectively?
PARTS CABINETS (LISTA) , NADA TRAINING