

## Senior Service Advisor

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Company: Jago Consultants

Location: Camberley

Category: other-general

**Job Description** We are working with a Car Main Dealership in the Camberley area of Surrey who are actively looking for a Senior Service Advisor to join their friendly team. Strong Customer Service background essential! **Job Role – Motor Vehicle Senior Service Advisor**  
**Location – Camberley, Surrey** **Salary – circa 30k basic plus bonus** **Senior Service Advisor**  
**Duties include:** Ensuring customers are aware of service and repair work required to their vehicles in a professional manner Advise on estimated costs of repairs and work to be undertaken Sell additional products as appropriate to customers' needs Advise on timescales and collection arrangements Produce job cards on in-house computer system Update customer and vehicle records Document all warranty work in accordance with manufacturer policy Preparation and completion of invoices For this Senior Service Advisor position you will have: Previous experience as a Service Advisor in a car garage / main car dealership Enthusiastic and passionate about the motor trade Full driving licence Excellent communication skills Excellent Customer Service skills As a Senior Service Advisor you will ensure the highest standard of courtesy and professionalism when interacting with customers and members of the public. In particular my client is looking for someone with strong customer service skills who has excellent customer rapport and can deliver great CSI results, along with being confident with up-sell opportunities.

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