

Service Controller

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Company: Additional Resources

Location: Newtownabbey

Category: other-general

Service Controller

Location: Newtownabbey, Antrim

Salary: Very Competitive + Excellent Benefits

The Client:

Our client is a reputable provider of capital equipment solutions, specialising in construction and material handling machinery, offering expert advice and quality service for all equipment requirements.

The Role:

As a Service Controller, you will be an integral part of a dynamic team, focusing on managing and coordinating service engineer schedules and customer service excellence.

Duties:

Efficient organisation and multitasking to manage service engineers' diaries effectively.
Actively engaging with customers to provide service quotations.

Professional liaison with various departments to ensure smooth operations.

Timely issuance of retail service invoices.

Striving to surpass performance targets.

Requirements:

Previously worked as a Service Controller or in a similar role.

Experience in the plant or motor trade.

Familiarity with Sage 200 (preferred)

Competence in computer literacy, particularly MS Office,

Strong communication abilities in English.

Shift:

Monday to Thursday, 8:00 AM - 5:00 PM

Friday, 8:00 AM - 4:30 PM

Benefits:

Company Pension Scheme

Free Parking

Health & Wellbeing Programme

On-site Parking

Apply now for this outstanding opportunity to advance your career within a vibrant and supportive environment.

Important Information: We endeavour to process your personal data in a fair and transparent manner. In applying for this role, Additional Resources will be acting in your best interest and may contact you in relation to the role, either by email, phone, or text message. For more information see our Privacy Policy on our website. It is important you are aware of your individual rights and the provisions the company has put in place to protect your data. If you would like further information on the policy or GDPR please contact us.

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Keywords: Service Controller, Service Manager, service supervisor, workshop Controller, workshop supervisor

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