

Vehicle Sales Administrator

[Apply Now](#)

Company: Jago Consultants

Location: Basingstoke

Category: other-general

Job Description Full or Part-Time available Vehicle Sales Administrator required by my Basingstoke based Motor Garage. You may have previously worked as an Administrator / Sales Administrator or Service Administrator within the Automotive industry. Job Role – Vehicle Sales Administrator Job Location – Basingstoke, Hampshire Salary – Negotiable depending on experience Vehicle Sales Administrator role I am looking for an extremely organised individual with attention to detail. You should be highly efficient and hard working. Experienced in computer programs including excel and an efficient typist. This person should also have good grammar writing/typing skills. Duties: To provide excellent support and administrative service to the Sales Department To ensuring efficient processing of new, used and fleet vehicle orders To develop effective manufacturer and supplier contact To deal efficiently with customer requests and queries to ensure total customer satisfaction To help retailer to achieve industry-leading standards of process efficiency and cost control Applicant's requirements: Computer literate is a must 1 year previous experience as a Vehicle Administrator is essential Experience within a main dealership in the Motor Trade is required Have a proven record of accurate and timely processing of vehicle orders is preferable but not essential You must be a good communicator You must be well organised, efficient and have a keen eye for attention to detail Being Flexible in busy periods is preferable

[Apply Now](#)

Cross References and Citations:

1. [Vehicle Sales AdministratorWhitecollarjobs Jobs Basingstoke Whitecollarjobs ↗](#)
2. [Vehicle Sales AdministratorEnvironmentaljobs Jobs Basingstoke Environmentaljobs ↗](#)
3. [Vehicle Sales AdministratorCarejobsJobs Basingstoke Carejobs↗](#)
4. [Vehicle Sales AdministratorBostonjobs Jobs Basingstoke Bostonjobs ↗](#)
5. [Vehicle Sales AdministratorPandajobsJobs Basingstoke Pandajobs↗](#)
6. [Vehicle Sales AdministratorSearchamericanjobs Jobs Basingstoke Searchamericanjobs ↗](#)
7. [Vehicle Sales AdministratorGulfjobscentraUJobs Basingstoke Gulfjobscentral↗](#)
8. [Vehicle Sales AdministratorLisbonjobs Jobs Basingstoke Lisbonjobs ↗](#)
9. [Vehicle Sales AdministratorGynecologistjobs Jobs Basingstoke Gynecologistjobs ↗](#)
10. [Vehicle Sales Administrator BelgiumjobsJobs Basingstoke Belgiumjobs↗](#)
11. [Vehicle Sales Administrator Searchlondonjobs Jobs Basingstoke Searchlondonjobs ↗](#)
12. [Vehicle Sales Administrator Munichjobs Jobs Basingstoke Munichjobs ↗](#)
13. [Vehicle Sales Administrator Webdeveloperjobs Jobs Basingstoke Webdeveloperjobs ↗](#)
14. [Vehicle Sales Administrator Findjobshiringnearme Jobs Basingstoke Findjobshiringnearme ↗](#)
15. [Vehicle Sales Administrator PathologistsjobsJobs Basingstoke Pathologistsjobs↗](#)
16. [Vehicle Sales Administrator Veteranjobs Jobs Basingstoke Veteranjobs ↗](#)
17. [Vehicle Sales Administrator Algeriajobs Jobs Basingstoke Algeriajobs ↗](#)
18. [Vehicle Sales Administrator MadinahjobsJobs Basingstoke Madinahjobs↗](#)
19. [Vehicle sales administrator Jobs Basingstoke ↗](#)
20. [AMP Version of Vehicle sales administrator ↗](#)
21. [Vehicle sales administrator Basingstoke Jobs ↗](#)
22. [Vehicle sales administrator Jobs Basingstoke ↗](#)
23. [Vehicle sales administrator Job Search ↗](#)
24. [Vehicle sales administrator Search ↗](#)
25. [Vehicle sales administrator Find Jobs ↗](#)

Source: <https://uk.expertini.com/jobs/job/vehicle-sales-administrator-basingstoke-jago-consultants-797-380437/>

Generated on: 2024-05-05 by Expertini.Com