

Warranty Administrator

[Apply Now](#)

Company: Jago Consultants

Location: Hounslow

Category: other-general

Job Description

Warranty Administrator needed by Automotive Motor Garage (Commercial). Previous experience within the motor trade is essential for this Warranty Administration role. Any Commercial experience would be advantageous though not essential.

Salary circa 26k / Monday to Friday 7am until 4pm

Commutable from the Hounslow, Slough and surrounding towns.

Our client is a motor vehicle garage looking to recruit a Warranty Administrator.

Warranty Administrator Role:

To ensure accurate submissions of warranty and goodwill claims on a daily basis and monitor warranty reports

Ensure all administrative functions within the warranty department are carried out in accordance with company policies

Administer warranty policy in the best interests of the dealership, manufacturer and customer

To keep accurate records of warranty submissions, credits, rejections and customer contributions towards goodwill claims

Inform all relevant staff of forthcoming recall campaigns and changes in warranty/goodwill procedure

Ensure that all frontline staff complete the records correctly when warranty is diagnosed on

a vehicle

Maintain relationships with other staff members, specialist repairers and manufacturers' representatives

Maintain knowledge on all warranty procedures and documentation

Support other staff members on all warranty related matters

About You:

Automotive experience

Organised and efficient to deal with the volume of paper work

Friendly and approachable, you will be expected to offer advice and corrective feedback to both technicians and service reception

Disciplined with a passion for attention to detail

Be a professional, enthusiastic and experienced individual

Offering a very competitive salary of circa 26k plus benefits

[Apply Now](#)

Cross References and Citations:

1. [Warranty AdministratorHungaryjobsJobs Hounslow Hungaryjobs](#)
2. [Warranty AdministratorJobsinnigeria Jobs Hounslow Jobsinnigeria](#)
3. [Warranty AdministratorBuenosairesjobsJobs Hounslow Buenosairesjobs](#)
4. [Warranty AdministratorSciencejobsnearme Jobs Hounslow Sciencejobsnearme](#)
5. [Warranty AdministratorKenyajobsJobs Hounslow Kenyajobs](#)
6. [Warranty AdministratorProtectiveservicejobsJobs Hounslow Protectiveservicejobs](#)
7. [Warranty AdministratorSwedenjobs Jobs Hounslow Swedenjobs](#)
8. [Warranty AdministratorWorkfromhomejobs Jobs Hounslow Workfromhomejobs](#)

9. **Warranty Administrator**[Jobsearchnews Jobs Hounslow Jobsearchnews ↗](#)
10. **Warranty Administrator**[Newzealandjobs Jobs Hounslow Newzealandjobs ↗](#)
11. **Warranty Administrator**[NewyorkjobsJobs Hounslow Newyorkjobs↗](#)
12. **Warranty Administrator**[Seouljobs Jobs Hounslow Seouljobs ↗](#)
13. **Warranty Administrator**[GeneticsjobsJobs Hounslow Geneticsjobs↗](#)
14. **Warranty Administrator**[TollywoodjobsJobs Hounslow Tollywoodjobs↗](#)
15. **Warranty Administrator**[Politicaljobs Jobs Hounslow Politicaljobs ↗](#)
16. **Warranty Administrator**[GuatemalajobsJobs Hounslow Guatemalajobs↗](#)
17. **Warranty Administrator**[Chilejobs Jobs Hounslow Chilejobs ↗](#)
18. **Warranty Administrator**[Clerkjobs Jobs Hounslow Clerkjobs ↗](#)
19. **Warranty administrator**[Jobs Hounslow ↗](#)
20. **AMP Version of Warranty administrator**[↗](#)
21. **Warranty administrator**[Hounslow Jobs ↗](#)
22. **Warranty administrator**[Jobs Hounslow ↗](#)
23. **Warranty administrator**[Job Search ↗](#)
24. **Warranty administrator**[Search ↗](#)
25. **Warranty administrator**[Find Jobs ↗](#)

Source:<https://uk.expertini.com/jobs/job/warranty-administrator-hounslow-jago-consultants-e7fc8b6e64/>

Generated on: 2024-05-03 by [Expertini.Com](#)