

## Warranty Administrator

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Company: Perfect Placement

Location: Swindon

Category: other-general

### Warranty Administrator

Starting salary up to £28,000 per annum (negotiable pending experience).

40 hour week Monday to Friday.

Additional company benefits and fantastic career prospects with a family run business operating since 1948. Warranty Administrator required for our Automotive Client based in Swindon.

Our client is a franchise approved automotive dealer group and they are currently seeking a Warranty Administrator to join their team.

For your hard work as a Warranty Administrator our client is offering a salary of £28,000.

Hours of work for this Warranty Administrator role are 40 hour week Monday to Friday.

Responsibilities of a Warranty Administrator for our Client:

Producing claims for work covered by Warranty by submission to the manufacturer

Maintaining strong working relationships with Customers, Dealerships and Manufacturers

Following up on warranty issues

Answering Warranty related queriesThe ideal Warranty Administrator will

Have a previous working experience within a Warranty Administrator role

Experience of DMS

Strong Warranty Administration background, or have worked within service administration / workshop control

Good organisational and communication skills

An eye for detail To apply for this Warranty Administrator position, please forward your CV to Hamish Lowrie quoting the job reference number or call our office for a chat about this position.

Perfect Placement are the UK's Leading Automotive Recruitment Agency so if you are looking for a New Warranty Admin, Warranty Administration, Aftersales Administration, Service Administrator Roles within the Motor Trade within the Motor Trade be sure to contact us today.

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