

Warranty Administrator

[Apply Now](#)

Company: Jago Consultants

Location: Tonbridge

Category: other-general

Job Description

Warranty Administrator needed by Automotive Motor Garage. Previous experience within the motor trade is essential for this Warranty Administration role.

Salary 24k – 27k / Monday to Friday / Tonbridge / Tunbridge Wells on Kent / Sussex border

Our client is a main car dealership looking to recruit an experienced, Warranty Administrator for their car dealership.

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 depending on experience

[Apply Now](#)

Cross References and Citations:

1. [Warranty AdministratorBlockchainjobs Jobs Tonbridge Blockchainjobs ↗](#)
2. [Warranty AdministratorGraduatejobsnearme Jobs Tonbridge Graduatejobsnearme ↗](#)
3. [Warranty AdministratorVenezuelajobs Jobs Tonbridge Venezuelajobs ↗](#)
4. [Warranty AdministratorCommunityjobs Jobs Tonbridge Communityjobs ↗](#)
5. [Warranty AdministratorMoroccojobsJobs Tonbridge Moroccojobs↗](#)
6. [Warranty AdministratorGuatemalajobsJobs Tonbridge Guatemalajobs↗](#)
7. [Warranty AdministratorBarcelonajobs Jobs Tonbridge Barcelonajobs ↗](#)
8. [Warranty AdministratorWarsawjobs Jobs Tonbridge Warsawjobs ↗](#)

9. **Warranty Administrator**[SearchaustralianjobsJobs Tonbridge Searchaustralianjobs ↗](#)
10. **Warranty Administrator Netherlands**[jobs Jobs Tonbridge Netherlandsjobs ↗](#)
11. **Warranty Administrator Peru**[jobsJobs Tonbridge Perujobs ↗](#)
12. **Warranty Administrator Technology**[jobs Jobs Tonbridge Technologyjobs ↗](#)
13. **Warranty Administrator Botany**[jobs Jobs Tonbridge Botanyjobs ↗](#)
14. **Warranty Administrator Zoology**[jobsJobs Tonbridge Zoologyjobs ↗](#)
15. **Warranty Administrator Entertainment**[jobsnearmeJobs Tonbridge Entertainmentjobsnearme ↗](#)
16. **Warranty Administrator Gulf**[jobscentraJobs Tonbridge Gulfjobscentral ↗](#)
17. **Warranty Administrator Repair**[jobsJobs Tonbridge Repairjobs ↗](#)
18. **Warranty Administrator Japan**[jobsJobs Tonbridge Japanjobs ↗](#)
19. **Warranty administrator** [Jobs Tonbridge ↗](#)
20. **AMP Version of Warranty administrator** [↗](#)
21. **Warranty administrator Tonbridge** [Jobs ↗](#)
22. **Warranty administrator Jobs** [Tonbridge ↗](#)
23. **Warranty administrator Job Search** [↗](#)
24. **Warranty administrator Search** [↗](#)
25. **Warranty administrator Find Jobs** [↗](#)

Source: <https://uk.expertini.com/jobs/job/warranty-administrator-tonbridge-jago-consultants-c8f8ac4754/>

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