

Vehicle Specialist

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Company: PRI

Location: Lusaka

Category: other-general

Overview

We are hiring.

My client is an experienced auctioneering company who deal with the sale of every type of movable asset. They are looking for someone who can oversee the vehicle department and the sale process from start to finish, ensuring a professional and seamless service to buyers and sellers. You will need to have a passion for cars, able to do vehicle valuations, have solid vehicle sales experience and overall industry knowledge. Other attributes you will need to possess are excellent communications skills, disciplinary handling ability, analytical skills, ability to work in a fast paced environment. You must be detail orientated and client focused.

Leadership Expectations as you will be responsible for Vehicle receiving and sales staff;

Accountability / Integrity / Assertiveness / Discipline / Proactivity / Motivating teams / Team Orientated / Problem solving / Accuracy

Principal Duties

Manage the receiving process of incoming vehicles, ensuring accurate and detailed information is captured

Verify the information captured and provide additional information where required

Conduct vehicle valuations

Manage the physical movement of vehicle stock within the sale yard

Oversee the product preparation process for vehicles

Oversee the administration and documentation process

Handle queries regarding vehicle registration issues (e.g. RTSA & ZRA anomalies)

Load vehicle auctions and verify stock prior to posting auctions

Manage the buyer viewing process and provide assistance to prospective buyers

Handle customer queries regarding vehicles

Manage stock on auction and out of hand

Oversee vehicle dispatch process

Provide training to vehicles team staff

Minimum Hiring Standards

Education:

i. Advanced Level Certificate

ii. Or, Similar level diploma

iii. Minimum of two years experience in the vehicle sales/service industry

Experience

i. Actively leading teams

ii. Computer literacy – proficiency in Outlook, Word, Excel

iii. 2 years experience within the vehicle sales/service industry with qualified references

Passion for vehicles and knowledge of the vehicle sales industry a must

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Cross References and Citations:

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