



# Ken Mills Toyota

#1 Choice for locals

## Service Advisor

### **The Ken Mills Toyota Story**

Nearly 20 years, 95 wonderful staff, two state-of-the-art workshops and countless awards - the Ken Mills Toyota story keeps growing and evolving. As a result, we need more People. Not just any People, Ken Mills Toyota People. People who share our family values.

**Ken Mills Toyota Vision** - "To be top of mind, the obvious choice, the most recommended dealer on the Sunshine Coast."

**Ken Mills Toyota Mission** - At Ken Mills Toyota we exceed expectations through delivering innovative, sustainable solutions to our guests' motoring needs.

### **The Opportunity**

**Ken Mills Toyota** are seeking an enthusiastic, reliable, guest orientated Service Advisor to join our busy service team at our Maroochydore dealership. We are looking for smart, friendly, team player with exceptional communication skills to join the fast-paced, service team in this guest facing role. This role is full-time; flexible work patterns will be considered for the right candidate.

### **The Role – Service Advisor**

- Display an exceptional phone manner and friendly disposition
- Promptly meet and greet service guests in a friendly, genuine manner
- Build good relationships with guests and prioritise their needs
- Provide accurate estimates for all services and repairs sold
- Keep guests informed with vehicle progress
- Liaise with workshop controller to ensure all work is carried out in the allocated time frame
- Handle minor guest complaints
- Follow Toyota for Life standards
- Minimum one Saturday per month

Date 27<sup>th</sup> April 2022



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## What Ken Mills Toyota has to offer

- A competitive base salary
- Fixed operations incentive program
- Super guarantee
- Permanent, full-time employment on the Sunshine Coast
- Career progression for the right candidate
- In-house training
- Uniform provided

## About you

- Previous Sales Advisor experience is desirable but not essential; A customer service focus and positive personality are more important
- Enjoy building relationships with guests and the Ken Mills team
- Maintain a high level of cleanliness, grooming and uniform appearance
- Ability to effectively communicate at all levels
- Ability to learn new skills
- Positive, kind nature
- Customer facing, people person
- Work well as part of a team
- Attention to detail
- IT competence

Start date ASAP

**If you have the necessary skills and experience and feel you would be a great fit to our team, please apply now with resume and short covering letter.**

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Date 27<sup>th</sup> April 2022