

# Generator Service Advisor

- 20-25K CTC.
- Job Type: Permanent

## Job Details

We are looking for a top quality, motivated individual to join our dynamic team and help us reach new heights. If you are driven by excellence and willing to work hard, we want you in our team!

## Responsibilities will include (but are not limited to):

- Prepare quotations for services and spare parts
- Create schedule and plan optimal routing for technicians
- Keep customers informed on the status of work
- De brief technicians on work performed and process invoices
- Process warranty claims or work orders
- Act as technical first line customer telephonic support
- Schedule sub-contractor work and maintain sub-contractor relationships

## Candidate Requirements

Requirements:

- Good matric results
- West Rand based.
- Proficient in English (Afrikaans beneficial)
- Own transport
- Good level computer literacy [Strong excel will be advantages]
- Some form of technical (engine or electrical) expertise will be essential
- Technical experience with generators will be beneficial

## Personal requirements:

- Be honest and trustworthy
- Good time management skills
- Have excellent people skills
- Be hardworking, goal driven and extremely accurate
- Ability to think on your feet
- Logical Reasoning
- Ability to prioritise and work under pressure
- Willing to go the extra mile with a smile!
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This position reports to the Director.

All CV's to be submitted online – [www.rewardss.co.za](http://www.rewardss.co.za) – Login into the recruitment section. If you do not hear from us in 10 days after submitting your CV – regard your application as unsuccessful. Alternatively send CV to [judy@rewardss.co.za](mailto:judy@rewardss.co.za)

