COMPANY NAME: Royal Automotive Group

JOB TITLE: Business Development Center Representative

JOB DESCRIPTION:
Our Business Development Center serves as a liaison between the company’s service & sales departments and our customers to ensure complete customer satisfaction.

The following is a representative list of the duties and responsibilities associated with this position:

- Assists customers with scheduling appointments
- Has exceptional phone etiquette and demeanor
- Maintains high level of customer service
- Well organized and is detail oriented
- Other duties assigned by department manager

SALARY: Hourly + Commission $

APPLICATION QUALIFICATIONS:
- Strong computer and internet skills, including Microsoft Office suite
- Strong organizational and time management skills
- Neat, clean, and professional appearance
- Excellent telephone skills
- Must have strong communication, presentation, and writing skills
- High school diploma or GED
- Must have an impressive work-ethic
- Helpful attitude and friendly demeanor
- Must be able to perform the physical duties associated with this position

HOW TO APPLY: Apply Online: https://jobs.keldair.com/RoyalAutomotiveGroup

DATE: 6/30/2022
2797 E Ajo Way, Tucson, AZ 85713
BusinessServices@pima.gov
Equal Opportunity Employment/Program:
Auxiliary aids and services are available upon request to individuals with disabilities