



SMRT Automotive Services Pte Ltd – Service Advisor, Taxis Workshop

You will be required to serve and gather feedback from taxi hirers on vehicles maintenance matters. You are also responsible for making decisions to diagnose vehicle problems, schedule taxis for preventive and corrective maintenance, refer taxis to contractors and to recommend downtime refunds. In addition, you will provide good customers service to taxi hirers and gather feedback from taxi hirers on vehicles maintenance matters.

Requirements:

You should possess a NTC 2 in Automotive, Motor Vehicle Mechanic or Heavy Duty Diesel Mechanic or equivalent with at least 5 year experience in the automotive industry. Excellent interpersonal skills and ability to communicate effectively with all levels is a must. In addition, you should be proficient in the use of Microsoft Office and possess a valid Class 3 license.

Human Resource Division

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All materials will be kept in the strictest confidence. Only shortlisted candidates will be notified.

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