

## UK RE: C360 Administrator TSU

### Jūsų užduotys

Please only apply if you live in or within a daily commutable distance of Plymouth. We are *only* seeking local candidates in the Plymouth area due to the requirement of successful candidates undergoing 6-8 weeks office based training.

Successful candidates after training will be required to work the following shift patterns, completing a week of each on a three week rotation:

**0700-1530, 0830-1700 & 1030-1900: Monday to Friday.**

#### Duties:

Respond to customer requests for tyre related breakdown assistance (job taking, job allocation, chase) within agreed targets and timescales.

Delivers a high level of Customer Service on all calls.

Adheres to company work instructions and compliance measures.

Ensures a high level of data quality.

Maintains company quality standards at all times.

Communicates effectively on all levels.

Makes timely decisions within level of authority.

Escalates all issues falling outside of the above for approval / decision.

Uses own initiative when required.

Carries out administrative duties accurately when required.

To undertake other reasonable duties as required from time to time in support of the effective running of C360

### Reikalavimai

- Knowledge of the Truck Tyre fleet market desirable but not essential.
- Office 365 Knowledge
- Professional qualification in Customer Service desirable.
- Previous experience in a customer service role.
- Experience of working as part of a team striving towards excellence.

### Mes siūlome

- Only seeking applications from those that live in the Plymouth area or a commutable distance of Ivybridge.
- This is a hybrid role following successful completion of training at the Ivybridge office (6-8 weeks minimum)
- Must have the right to work in the UK.



Darbo ID  
**REF922070**

Vieta  
**Ivybridge**

Lyderystės lygis  
**Leading Self**

Darbo laiko lankstumas  
**Hybrid Job**

Juridinis asmuo  
**Bandvulc Tyres Limited**

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## **Apie mus**

Continental develops pioneering technologies and services for sustainable and connected mobility of people and their goods. Founded in 1871, the technology company offers safe, efficient, intelligent and affordable solutions for vehicles, machines, traffic and transportation. In 2021, Continental generated sales of €33.8 billion and currently employs more than 190,000 people in 58 countries and markets. On October 8, 2021, the company celebrated its 150th anniversary.

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