

WE ARE HIRING

Vacancy



**ADMIN, FINANCE & INSURANCE
CONSULTANT**
LOCATION: WINDHOEK

Indongo **AUTO**

KEY PERFORMANCE AREA:

- Provide vehicle finance, insurance, value-added products, and extended warranty solutions.
- Explain finance and insurance products while ensuring regulatory compliance.
- Process finance and insurance transactions between customers and service providers.
- Build and maintain relationships with financial institutions, insurers, and product suppliers.
- Collaborate with sales teams to deliver a seamless customer experience

EXPERIENCE & QUALIFICATIONS

- Grade 12 certificate
- Computer Literacy (MS Office, Evolve, E Toyota, or similar)
- At least 2 years' experience in administration
- Toyota franchise experience will be advantageous

COMPETENCIES/SKILLS:

- Have a Passion for Excellence and Results, with a "First time right attitude"
- Ensure the highest standard of courtesy during customer contact
- Strong Sales Skills (Required)
- Adhere to group and franchise standards
- Exceptional communication skills
- Friendly & energetic attitude
- Highly professional
- Interpersonal skills
- Negotiation skills
- Team Player

Candidates meeting the requirements as per advertisement may apply. Previously disadvantaged and persons with disabilities are encouraged to apply.

CLOSING DATE: 29 JULY 2026

Kindly submit your application to:

https://jobopportunities.net/employer_info.aspx?SupplierId=MzgZMTQ=&prth_act=info



Indongo **AUTOMARK**
CERTIFIED PRE-OWNED VEHICLES

PART OF THE



FRANS INDONGO GROUP