

PART SALES EXECUTIVE
LOCATION: WALVS BAY

KEY PERFORMANCE AREA:

- Maintain up-to-date knowledge of genuine and non-genuine parts.
- Plan and manage parts orders based on service needs.
- Build and utilize existing network of suppliers to source parts effectively.
- Extensive knowledge of the parts industry to ensure product accuracy and minimum turn time.
- High sense of responsibility and ownership of all tasks.

EXPERIENCE & QUALIFICATIONS

- Computer literate (Microsoft Office, MultiCat Catalogue & Evolve)
- Experience and good knowledge of Vehicle Parts specifically Toyota Parts
- At least 2 year's experience in this field
- Proven track record in the parts industry, strong buying skills & an established network of suppliers.
- Toyota franchise experience will be advantageous
- Drivers licence compulsory
- Friendly, energetic attitude & honesty

COMPETENCIES/SKILLS:

- Have an Indongo Way Culture
- Effectively prioritize and multitask, initiate and follow through
- Able to work in a fast-paced environment while maintaining accuracy.
- Highest standard of courtesy and efficiency in customer contact.
- Adhere to group and franchise standards.
- Good communications skills.
- Good time management skills.
- Friendly & energetic attitude.
- Highly professional, trustworthy and ethical.
- Able to work well within a team environment.
- Language proficiency, positive, friendly & energetic attitude.
- Exceptional buying and negotiation skills.

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

CLOSING DATE: 16 NOVEMBER 2026

Kindly submit your application to: https://tinyurl.com/3yewf8vy

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