



Job Description

Vehicle Valet/Detailer

Ref: 170 - 48

Overview

The Dash Group, based in Redruth, provides a diverse range of services to businesses and consumers. Dash Logistic Services offers distribution, fulfilment, vehicle hire and sales and self-storage throughout the South West and beyond, Dash Convenience Stores serve local communities in Cornwall and DWN supplies maps and other fast moving goods to retailers and consumers across the UK.

We are looking to recruit a Vehicle Valet/Detailer to play a key role in a busy environment providing a prompt and professional service to both internal and external customers. This role will report to the Rental General Manager.

Main Duties & Responsibilities

- Valet / detail vehicles to the highest possible standards
- Use cleaning, protective, and restorative agents to enhance the appearance of vehicles
- Carry out internal and external inspections of vehicles to identify deterioration and damage
- Ensure health and safety procedures and all company policies are adhered to
- Deliver and collect company vehicles to and from customers sites
- Conduct full damage checks on vehicles
- Maintain the workspace i.e. sweeping the floor after every detail, clean tools and equipment, tidy up at the end of the day, etc
- Manage inventory and reorder supplies.
- Complete all relevant paperwork
- Respond to customer inquiries and fulfill request in person or on the phone
- Remove/refit wheels, trims, roof racks and ply lining kits

Person Specification

- Willingness to comply with all company policies and uphold standards for service quality.
- A driving licence valid in the UK with C1 category, (D1 category and a drivers CPC is desirable)
- A good understanding of vehicles and the rental industry
- Experience of cleaning vehicles to a high standard
- Good customer service and communication skills
- Organised, calm and with good attention to detail
- Experience of machine polishing
- Ability to work as part of a small team and on own initiative
- Superb communication skills, with the ability to work under pressure
- Good time management
- A positive work ethic and ability to be responsive to a flexible workload

Email contact@thedashgroup.co.uk *Telephone* 01209 313130 *Website* www.thedashgroup.co.uk



Further Information

Reporting to:	Rental General Manager
Based:	Redruth Site (TR15 3RQ)
Hours of Work:	Monday to Saturday – Full-time - hours to be agreed with the successful candidate to meet the needs of the business.
Salary:	Meets NMW/NLW.
Holiday Entitlement:	5.6 weeks per year (including Bank Holidays).
Start Date:	Immediate

Applications

Please apply in writing including CV and covering letter via our website.

Please note applications submitted without a covering letter will not be considered.

Please quote the reference number on your application.

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