

Customer Service Representative – Volvo Truck & Bus

Plymouth, Crownhill, Devon | Mon–Fri, 08:00–17:00

Stuarts Truck & Bus, an authorised **Volvo Truck & Bus dealership**, is seeking an experienced **Customer Service Representative** to join our busy Plymouth team.

The Role

You will act as the key contact for customers, managing service, repair, and MOT bookings while ensuring a seamless experience from start to finish. Responsibilities include:

- Scheduling service and repair work efficiently
- Preparing accurate quotes and securing approvals
- Providing clear, professional communication to customers
- Taking ownership of all customer-facing tasks to maintain our high standards

The Candidate

We are looking for a motivated individual with:

- Experience in the motor trade aftermarket sector (preferred)
- Strong communication and teamwork skills
- A reliable and proactive approach to work
- Confidence in managing tasks independently

(Full product training will be provided.)

Hours

- Monday to Friday, 08:30–17:30
- 40+ hours per week (overtime available)

Benefits

- Competitive salary (negotiable, depending on experience)
- Overtime paid at an hourly rate
- Training and career development opportunities
- The stability of working with a long-established family-run dealership
- The prestige of representing the world-class Volvo Truck & Bus brand

About Us

Stuarts Truck & Bus has been a trusted name in the industry since the 1940s. From our origins as a family-run business, we have grown into a leading Volvo Truck & Bus dealership, proudly supporting customers across Devon and Cornwall.

Apply now to take the next step in your career with a respected brand and supportive team.