

# AUTOPACT

**AUTOPACT**  
VICTORIA

# INFORMATION PACK

## BUSINESS MANAGER



Position Title:  
Direct Supervisor:  
Location:

Business Manager  
Group Business Manager  
Camberwell VW

# The Position

## Business Manager

The role of the Business Manager is to:

- Assist the sales team with initial contact and follow up of all enquiries/leads, along with deal negotiation and closing sales.
- Achieve targets and KPI's in relation to the sale and facilitation of Finance, Insurance and Warranty products to dealership clients.
- Provide outstanding customer service to enhance the buying experience for all our customers.
- Ensure compliance and regulatory requirements are met at all times

## Working Hours

This is a permanent full-time role, based on a minimum 38-hour week which will include Saturdays.

## Reporting

The role reports to the Group Business Manager for the Dealership.

## Prerequisite

- Current Driver's Licence
- Background in sales and/or banking, finance or insurance industries

## SELECTION CRITERIA

The successful applicant will possess:

- Previous experience as a Finance & Insurance Business Manager in a dealership
- Strong finance acumen
- Strong sales and negotiation skills
- Process and procedure driven
- A commitment to providing exceptional service to our customers
- Professional presentation

## BENEFITS

When you join a Dealership that is part of the Autopact Group you will benefit from:

- Onboarding and training to prepare you for a long and fulfilling career
- Excellent earning potential with a well-structured commission plan and ability to earn \$130,000+
- Professional development and regular ongoing training
- Join a team who pride themselves on having a supportive and friendly culture which allows all employees to thrive in their role

# Application Process

Application should include:

- A resume giving details of recent roles and qualifications
- A cover letter summarising your interest in this role and demonstrating your ability to meet the criteria above

## Selection Process

Shortlisted candidates will be contacted by the hiring manager to arrange a time to meet with the selection panel for an initial interview.

## Reference Checks

A minimum of two reference checks will be conducted – please ensure you have provided the hiring manager with two professional references.

## Pre-employment compliance check

International candidates will provide the panel with relevant VISA documentation supporting their right to live and work in Australia.

Preferred candidates may be required to undertake a pre-employment screening.

If you have any questions, please contact [recruitment@autopact.com.au](mailto:recruitment@autopact.com.au)