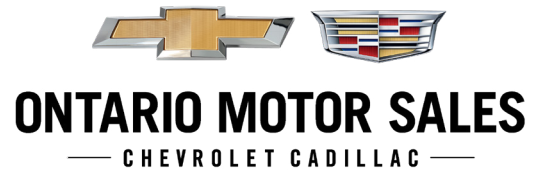


# Junior Estimator

## Ontario Motor Sales



Ontario Motor Sales is a Chevrolet Cadillac dealership proudly serving the Durham Region for over 98 years. As a well-established GM Certified Service and Sales Centre, we see a high volume of new and used car sales as well as maintenance and repair work. We need a professional Junior Estimator to join our team!

### **Job requirements include:**

- Liaise with insurance companies and obtain authorization for work being performed
- Build and maintain positive relationships with insurance companies and Partners
- Answer phones and greet customers in a quick and courteous manner
- Ensure the timely and appropriate management of customer complaints
- Complete work orders accurately and legibly and file work orders accordingly
- Other duties, projects, etc. as requested by management

### **Qualifications:**

- 3 + years experience writing Bodyshop Insurance Estimates
- Must have the ability to release a professionally detailed vehicle back to the consumer
- Must have a valid "G" class drivers license.
- Must be able to work in a fast-paced environment
- Able work with minimal supervision.

### **We Offer**

- A well-established, stable business environment, in a company that has been a Durham region mainstay since 1923
- A competitive compensation package with benefits (including healthcare, drug, dental, optical, life insurance, pension)
- Regular work hours: Regular shift during Body Shop Hours
- Growth opportunities
- Great team environment
- Additional employee benefits – vehicle purchase program etc.

We thank all applicants for their interest, however, only those selected for an interview will be contacted. Accommodation will be provided in accordance with AODA. If you require accommodations during the recruitment process, please indicate this in advance.

**Apply Now** | Human Resources, Hiring Manager | [hr@ontariomotorsales.com](mailto:hr@ontariomotorsales.com)