

Fleet and Remarketing, Placement Student

Role in a nutshell:

Reporting to	Alan Barrett	Department	Fleet and Remarketing	Grade	5	Location	Burgh Heath	Direct Reports	0
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A bit about the Fleet and Remarketing Student:

What you'll be doing:
<ul style="list-style-type: none"> • Creation, development and administration of the Business Centre Bonus Programmes for both Toyota and Lexus Brands • Providing support for the Fleet Field Teams (monthly and Ad-Hoc reporting, BCBP queries) • Working within the Fleet Support Team, setting up customer agreements, managing inbound queries from Customers, Centres and Field Teams via email and telephone • Assisting with competitive tenders for the potential sale of large volumes of vehicles • Creating, coordinating and Managing Incentive Trips for Business Centre staff • Supporting Fleet Industry events, talking to customers and giving information and test drives about Toyota and Lexus vehicles • Financially modelling new initiatives on the Business Centre Programme • Analysing data, providing insight into Network performance • Creating the BCBP interactive Guides and managing Centre Correspondence • Providing input into the management of the Toyota and Lexus Corporate Demo Fleets • Attending Business Centre reviews, discussing Network performance with our Partners

Experience you'll gain:
<ul style="list-style-type: none"> • Understanding the Fleet Market and Customer Types • Understanding how TGB rewards and incentivises its Network to sell vehicles into the Fleet Market • The competitiveness and strengths and weaknesses of Toyota and Lexus Products • Customer handling and stakeholder management within TGB • Programme development and data management • Exposure to Toyota and Lexus Network partners and discussions about managing their performance • Internal and external stakeholder management, getting the best out of others • Prioritisation – managing multiple tasks and projects

How we'll support you :
<ul style="list-style-type: none"> • A comprehensive handover of roles and responsibilities from the previous incumbent • Systems training on all areas • Regular one to ones and performance reviews • Planning and preparation for PDCA • Development and of stretch of skills and behaviours • Opportunities to showcase skills and build profile

How you could stretch this role :
<ul style="list-style-type: none"> • Presenting information at Business Centre Reviews, supporting the RFDMs in delivering key performance messages • Supplier management – taking the lead with the Demo Fleet management, analyzing costs and recommending change • Developing and automating reporting and information flow in and out of the Dept • Return On Investment analysis on the BCBP and Demo Fleet

What you'll get to own :
<ul style="list-style-type: none"> • <i>Centre and customer communications on all areas of the Toyota and Lexus BCBP, including Centres letters and Business Centres Guides</i> • <i>Data analysis and financial modelling of the BCBP and Centre incentives</i> • <i>Performance analysis on the effectiveness of the BCBP and Network performance</i>

Qualifications and experience you'll need :
<p>Essential</p> <ul style="list-style-type: none"> • A qualification from College or University or an apprenticeship • Use of Microsoft packages, particularly Word, Excel and Powerpoint to intermediate level <p>Desirable</p> <ul style="list-style-type: none"> • Proven ability to analyse and interpret data

Skills & Behaviours you'll have :
<p>Essential</p> <ul style="list-style-type: none"> • Ability to analyse and present data, articulating trends and observations • Be able to talk to customers and see things from their point of view • Ability to present to people at all levels in the Business • Ability to work as a Team and respect the workload of others <p>Desirable</p> <ul style="list-style-type: none"> • Some product knowledge • Customer care / handling

In line with our Talent Enablement culture, we will give you ownership and encourage you to deliver outcomes that lie outside of the remit of this Job Profile. We do this to give you extra experience, to stretch and develop you within your role, enabling you to be the best you can be.