



2x Parts Sales Executive – Windhoek

Location: Windhoek

Closing Date: 30 October 2025

Role Purpose

The Parts Sales Executive is responsible for maximizing sales and ensuring exceptional guest service through accurate identification and supply of automotive parts. The position requires an enthusiastic, customer-focused professional with sound product knowledge and attention to detail.

Key Responsibilities

- Sell Toyota parts and achieve monthly targets.
- Ensure the highest standard of guest satisfaction.
- Accurately identify customer needs and process orders/quotes promptly.
- Follow prescribed cash and credit procedures.
- Conduct regular stock counts and ensure proper stock returns.
- Maintain housekeeping standards within the parts department.
- Assist customers with product information and technical advice.
- Support the parts team in achieving dealership objectives.

Minimum Requirements

- Grade 12 certificate.
- Minimum of 2 years' experience in parts sales or related field.
- Computer literacy (MS Office and Motodata or similar).
- Toyota franchise experience advantageous.
- Excellent communication and organizational skills.

Additional Requirements

- Namibian citizenship or permanent residence.

- Willingness to work on Saturdays.

Application Procedure

If you meet the requirements for this role and are ready to contribute to the success of our company, please apply through our recruitment portal at www.jobopportunities.net.

Equal Opportunity Employer

Indongo Toyota is an equal opportunity employer and encourages applications from suitably qualified Namibian candidates from all backgrounds.