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# Example of Auto Auction Job Description

Our growing company is searching for experienced candidates for the position of auto auction. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for auto auction

* Setting pricing, planning, developing and implementing auction goals
* Maintaining expertise in all areas of auction operations to ensure efficiency and economy while also maintaining awareness of market trends to ensure proactivity in decision making
* Partnering with Assistant General Manager to monitor and manage Auction logistics and operations
* Reviewing all auction reports for store efficiencies
* Overseeing risk management, employee relations, transportation logistics and security
* Reviewing volumes plan and continuously monitor staffing levels to ensure efficiency, quality work product, and effective customer service
* Reviewing auction performance against key performance indicators then developing and executing appropriate strategies
* Handling warranties, arbitration
* Efficiently entering vehicle information, as provided by sellers, into the auction system

## Qualifications for auto auction

* Jaguar-Land Rover, Mazda, and Subaru-specific product knowledge, and
* Minimum of 2 years proven success in outside sales and customer service required
* Experience in selling and servicing an account list and a proven track record of growth
* Experience with Auction Edge/ASI and ASI Exec auction systems a plus
* Previous body shop experience preferred
* Proven experience in auction management, or management within a retail sales or service industry with emphasis in both operations and sales