



Job Description

Gate Controller - Kinross

BCA operates the largest used-vehicle marketplace in the UK and Europe operating in 10 countries, 60 different locations, selling 1.3 million vehicles per annum. BCA touches over 3.5m vehicles a year as it provides services along the vehicle life cycle from port to dealerships for new vehicles to refurbishment and logistics for used vehicles and the core re-marketing and auction operations.

This is an exciting opportunity to join British Car Auctions, a fast paced company that really values your skills and hard work - a chance to work for the BCA Operations Team, a positive and focused team working for Europe's largest vehicle remarketing company.

Main purpose of job:

To control vehicle entry and exit to and from the secure area of the auction centre.

Main Responsibilities:

- Book vehicles for sale into the auction centre according to Company procedures, including non-runners and repossessions.
- Book sold vehicles out of the auction centre according to Company procedures.
- Issue bar codes for vehicles and assign the vehicle to the bar code on the company systems.
- Check delivered vehicles for damage against the haulier POD and take any appropriate action.
- Deal and record repossession vehicles as per the Vendor SLA.
- Undertake security related duties to ensure the auction centre are protected.
- Control vehicle keys in the auction centre issuing them only on production of the appropriate paperwork and according to Company Standards.
- Politely refer any issues, queries or complaints to the relevant manager.
- Undertake any cross-functional tasks in the yard department to ensure that operational requirements are met.
- Undertake ad-hoc tasks as necessary to meet the business needs and for your own personal development.

The Gate activities are partly undertaken outdoors, this means the job holder necessarily spends a proportion of their time exposed to all weather conditions.

A flexible approach to working hours is required to meet the needs of the business, which are driven by the auctions.

Working Hours

Monday 7.30am – 4.30pm

Tuesday 7.30am – 4.30pm

Wednesday 7.30am – 9.30pm

Thursday 7.30am – 4.30pm



Friday 7.30am – 4.30pm

Essential Criteria

Professional and friendly

Vigilant and accurate when recording information

Must be used to or happy with working outdoors all year round

Desirable Criteria

Previous Gate Control or booking in and out experience

Industry experience

Working for BCA

We have been bringing together buyers and sellers for nearly 70 years. Starting in 1946 as Southern Counties Car Auctions, we were one of the first companies to let people across the UK buy and sell a wide range of cars at auction, from budget run-arounds to exotic imports.

Working for BCA you will receive;

Benefits include a minimum of 31 days holidays

Company pension scheme

Internal promotion as much as possible

Free parking onsite

Cycle to work scheme

Subsidised onsite restaurant

Uniform will be provided (excluding footwear)

Reward scheme that offers online and high street discounts

If you're looking for a career that has great teamwork, training, rewards, long-term scope and is going places - apply now!

To apply please send your CV to recruitment@bca.com