Assistant Service Manager

Are you looking for an exciting, challenging and rewarding career? Do you have experience in automotive supervision with an interest in being a manager and have an excellent technical knowledge of commercial vehicles? We have a dynamic role for a high performing and experienced individual to join our Dublin team.

Emerald Truck & Van is an Iveco commercial vehicle dealership selling and maintaining a full range of new and pre-owned vans and trucks from Ballymount, Dublin while also supporting a sub dealer network throughout Ireland. Our other group business in Northern Ireland is NI Trucks Ltd. Iveco is an international leader in the development, manufacture, marketing and servicing of a vast range of light, medium and heavy commercial vehicles selling more than 150,000 vehicles each year.

Reporting to the Service Manager and working closely with a highly skilled and supportive team, this role will be responsible for our HCV & LCV workshops based on the same site. You will work closely with the service, warranty and parts teams to ensure we deliver a professional and expert service to our growing base of clients. We strive to minimise the impact on our customers and business by being meticulous in detail with a proactive and solutions focused approach.

The description of this role is outlined as follows;

1. Manage the daily operation of the workshop and the team of Technicians ensuring their PUE performances are at an acceptable level.
2. Monitor and manage all job cards and workshop documentation.
3. Supervise and manage all workshop Technicians.
4. Ensure that all work is conducted and completed in accordance with Iveco procedures.
5. Maintain high standards of housekeeping on the workshop floor.
6. Working with our established team of Technicians, leading by example and constantly mentoring individual performance.
7. Working with the extended service team to ensure that customer issues are addressed and timely and cost effective work is always carried out.
8. Finalising all workshop jobs, including clocking and write up checks, quality control and sign off.
9. To undertake training as may be required from time to time including training provided by Iveco in the UK as may be necessary from time to time.
10. Hold appropriate driving licences to enable the Workshop Foreman to undertake full quality control checks unaided on all vehicles in the HCV and / or LCV centres (NB - this is preferred but not essential).

Essential Criteria

11. Advanced/Higher Certificate (preferred).
12. Previous automotive supervisory experience
13. Preferred but not essential - Qualified HGV Technician: 3 years
14. Full Clean Driving Licence (preferred)
15. Ability to commute to Ballymount, Dublin 12

Please note:

16. The above list is not exhaustive and subject to change.
17. Emerald Truck & Van reserve the right to review the experience and qualifications required depending on the volume of applicants.

18. If you feel up to the challenge and have the relevant experience and ability we need please email your CV and covering letter to jobs@emtv.ie. **You must outline on your CV and covering letter how your experience meets the needs outlined above**.

19. Closing date – Friday 4 December 2026.