

Customer Service Representative

Benefits: Candidates on temporary assignment may qualify for our competitive benefits package which includes group health, life and disability insurance and voluntary benefits such as retirement savings and holiday pay.

Salary range: \$17.00 to \$17.00 hourly
Employment status: Contract / Temporary

Description

If you like the idea of working in a dynamic, rapidly-changing call center, you might be interested in this Customer Service Representative position via Robert Half. You might be the Customer Service Representative we're looking for, if you're articulate and highly-skilled, and love building solid customer relationships. This short-term contract / temporary Customer Service Representative position could be for you, if you're available to work in West Sacramento, California.

Your responsibilities in this role

- Receive and send written business correspondence
- Give exceptional customer service in a timely fashion
- Be a part of business development by actively cross-selling and referring customers
- Handle incoming telephone calls

Requirements

- Ability to exude confidence, knowledge, and empathy when interacting with internal and external partners and clients/customers
- A consistently positive approach to your work that is rooted in a businesslike professionalism
- Strong customer service and office administrative skills
- No stranger to performing extensive research to resolve complex customer inquiries
- Ability to simplify complex problems and build solutions
- Foundational knowledge of Customer Relationship Management (CRM) systems, e.g. ACT!, Illustrator, Highrise, and Insightly
- Expertise in customer service
- Deep understanding of Creative Problem Solving
- Microsoft Excel experience
- Proficient with computers and technology platforms
- Strong communication skills, both verbally and in writing
- 2+ years' experience of proven performance in a goal-driven & customer-focused environment desired

If you derive professional and personal satisfaction from the expert application of customer service on a case-by-case basis, we want to hear from you. Apply today!

-Robert Half is the world's first and largest specialized talent solutions firm that connects highly qualified job seekers to opportunities at great companies. We offer contract, temporary and permanent placement solutions for finance and accounting, technology, marketing and creative, legal, and administrative and customer support roles.

Robert Half puts you in the best position to succeed by advocating on your behalf and promoting you to employers. We provide access to top jobs, competitive compensation and benefits, and free online training. Stay on top of every opportunity – even on the go. [Download the Robert Half app](#) and get 1-tap apply, instant notifications for AI-matched jobs, and more.

Questions? Call your local office at 1.888.490.4154. Robert Half will consider qualified applicants with criminal histories in a manner consistent with the requirements of the San Francisco Fair Chance Ordinance. All applicants applying for U.S. job openings must be authorized to work in the United States. Benefits are available to temporary professionals. Visit <https://roberthalf.gobenefits.net/> for more information.

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Please contact Ernst & Young at 866-834-5115 with any questions. Thank you for your assistance.

This Job Posting will expire in 10 days.