

Customer Service Representative (Remote Position)

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 \$20.00 hourly
Employment status: Contract / Temporary

Description

Robert Half is anticipating the need for a highly motivated Customer Service Representative to support a respected company in Longview, WA. The ideal candidate will have prior customer service experience, excellent communication skills, and a passion for helping others.

Responsibilities:

- Handle customer inquiries and complaints in a professional and courteous manner.
- Provide information about products and services.
- Process orders, forms, applications, and requests.
- Keep records of customer interactions, process customer accounts, and file documents.
- Follow communication procedures, guidelines, and policies.

Requirements

- Proven customer support experience or experience as a client service representative.
- Strong phone contact handling skills and active listening.
- Customer orientation and ability to adapt/respond to different types of characters.
- Excellent communication and presentation skills.

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.

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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.