

Customer Service

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: \$20.00 to \$20.00 hourly
Employment status: Contract / Temporary

Description

If you're looking for work in a dynamic, rapidly changing call center in the Construction/Contractor field, this Customer Service Representative opportunity via Robert Half might be for you! Articulate, highly-skilled Customer Service Representatives will be interested in this position if they love building solid customer relationships. If you're looking for a long-term contract / temporary position in Holmdel, New Jersey, this Customer Service Representative opportunity could be for you!

What you get to do every day

- May support business development and client referral goals by actively cross-selling and referring customers
- Manage incoming telephone calls
- Provide accurate, friendly customer service in a timely fashion
- Field and send written business correspondence

Requirements

- Ability to exude confidence, knowledge, and empathy when interacting with internal and external partners and clients/customers
- Strong Microsoft Office skills
- Positive attitude and an engaging businesslike approach
- Strong customer service and office administrative skills
- Basic knowledge in computer software programs and office equipment
- Strong communication and interpersonal skills (verbal, written, and listening)
- 2+ years' experience of demonstrated performance in a goal-driven & customer-focused environment preferred
- Proven experience going the extra mile to solve complex customer inquiries via extensive research
- Customer service experience desired
- Familiarity with Customer Relationship Management (CRM) systems, e.g. ACT!, Illustrator, Highrise, and Insightly
- Ability to recognize, evaluate, and resolve problems effectively

If you seek to deliver great customer outcomes and want to improve your customer service skills to deliver personalized service specific to individual customer needs, we want to hear from you now. 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.

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All applicants applying for U.S. job openings must be legally authorized to work in the United States. Benefits are available to contract/temporary professionals, including medical, vision, dental, and life and disability insurance. Hired contract/temporary professionals are also eligible to enroll in our company 401(k) plan. Visit 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.