

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: \$21.00 to \$28.00 hourly
Employment status: Contract / Temporary

Description

- **Job description**
- **Classification:** Customer Service Representative
- **Compensation:** \$19.00 to \$22.00 hourly
-

Do you love building solid customer relationships? You might be the Customer Service Representative Robert Half is looking for. Articulate and highly skilled Customer Service Representative candidates could find an excellent career opportunity in this position. This could be the short-term contract / temporary Customer Service Representative position you are looking for, if you can work in San Jose, California! Candidates who thrive in a dynamic, rapidly changing call center will be interested in this position.

Requirements

What you get to do every single day

- Receive and send written business correspondence
- Through your success in the role, you will support business development and client referral goals by actively cross-selling and referring customers
- Manage and place incoming telephone calls
- Provide accurate, friendly customer service in a timely fashion
- Excellent written/verbal communication and organizational skills
- Demonstrated ability to interact effectively with internal and external partners and clients/customers
- Solid understanding of customer service
- Proven knowledge of Customer Relationship Management (CRM) systems, e.g. ACT!, Illustrator, High-rise, and Insightly
- Creative problem solver who anticipates risks and opportunities and maintains a vision for continuous improvement
- Experience using Microsoft Office
- No stranger to performing extensive research to resolve complex customer inquiries

- 1+ years of past relevant experience
- A consistently positive approach to your work that is rooted in a businesslike professionalism
- Strong customer service and office administrative skills
- Ability to navigate multiple computer systems, applications, and utilize search tools to find information

Please contact the CFA San Jose team if you are interested in this position, Maddi Fraser 408-217-5427

-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.

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 1.888.490.3195. 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 legally authorized to work in the United States. Benefits are available to temporary professionals. Visit <https://roberthalf.gobenefits.net/> for more information.

© 2022 Robert Half. An Equal Opportunity Employer. M/F/Disability/Veterans. By clicking "Apply Now," you're agreeing to [Robert Half's Terms of Use](#).

[Apply Here For Job Posting](#)

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

This Job Posting will expire in 10 days.