



is now hiring!

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: \$19.95 to \$23.10 hourly
Employment status: Contract / Temporary

Description

Are you looking for work as a Customer Service Representative? This position via Robert Half in a dynamic, rapidly-changing call center might be the job for you! Articulate, highly-skilled candidates who love building solid customer relationships will be interested in this Customer Service Representative position. This Santa Clara, California Customer Service Representative position could be for you, if you're available for a short-term contract / temporary opportunity.

Responsibilities

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

Requirements

- Proficiency with Microsoft Office applications
- Excellent computer skills
- Excellent written, verbal and social communication skills
- Proven experience going the extra mile to solve complex customer inquiries via extensive research
- Customer service experience
- 2+ years' experience of proven performance in a goal-driven & customer-focused environment desired
- Critical thinking, problem solving, ability to work independently
- Strong customer service and office administrative skills
- A consistently positive approach to your work that is rooted in a businesslike professionalism
- Demonstrated ability to interact effectively with internal and external partners and clients/customers
- Knowledge of Customer Relationship Management (CRM) systems, e.g. ACT!, Illustrator, Highrise, and Insightly

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.