



Customer Service Officer

Page Personnel • Northern Suburbs Melbourne VIC



Base pay

\$55,000 - \$64,000



Work type

Full time



Contract type

Permanent

Job details



Date posted

22 Apr 2022



Category

Customer Service & Call Centre



Occupation

Customer Service



Base pay

\$55,000 - \$64,000



Contract type

Permanent



Work type

Full time



Job mode

Standard business hours



Work Authorisation

Australian citizen /
Permanent resident

Perks

Career development

Skills

STRONG WORK ETHIC

PROBLEM SOLVER

Full job description

- Great Career Development
- Amazing Company Culture

About Our Client

Our Client is a rapidly growing business, Who pride themselves on excellent service and quality products. This is an enthusiastic team which are seeking link minded people, who want to grow their career. This role would work closely with the customer ensuring the best possible customer experience. Our client has a big focus on culture, and are looking for well rounded candidates to join the team. This is a fast-paced role that requires someone who is a problem solver with a solid work ethic that can work efficiently and effectively to achieve desired business outcomes. Located in Epping.

Job Description

- The role will involve;
 - Customer Service, fielding a wide variety of questions from varying stakeholders including sales reps, our customers and end users
 - Entering and monitoring customer orders to ensure on time

delivery

- Learning about our extensive product mix
- Taking part in work groups on how we can better our customer service
- Interaction with other departments such as Purchasing, Logistics, Technical, Finance and Marketing
- The job requires you to be able to think quickly on your feet, drawing on your broad knowledge of the business
- General Administrative duties to support the team

The Successful Applicant

Our client is looking for a Customer Service professional with ability to work within a team environment, ideally a phone-based background or strong ability to learn. They are looking for a candidate with a high attention to detail and who is pro-active within the workplace. The ability to pick up and learn new systems, product, and service. You will need to be able to demonstrate the ability to work effectively in a fast-paced exciting environment. A candidate who is logical thinking and can show excellent initiative when problem solving would be a great attribute to have for this role.

What's on Offer

You will be joining an experienced team which will value a hardworking candidate with a willingness to learn and develop:

- Full-time Position.
- Great place to grow your career.
- \$60,000-\$65,000 plus super.
- Great Team Environment to work in.