

Clif Donaldson at Skybridge Americas (cdonaldson@skybridgeamericas.com) has asked you to post the following job. If you have any questions, please feel free to contact them directly. Do not post the email address as part of the job, we only accept applications via our online system and the link is in the job description below.

Job Title: Customer Service Brand Agent - Call Center Employment Type: Full Time

Location: Winnipeg, MB, CA

Apply URL: <https://skybridgeamericas.applicantpro.com/jobs/544669.html>

Job Description:

Skybridge Americas has an immediate need for a Brand Agent in our Winnipeg, Manitoba location. We offer fully paid training: March 29, 2017 through March 31, 2017 8:30am to 5:00pm. Hours of Operation: Monday to Friday (7:30am to 7:30pm) Every other Saturday (7:30am-4:00pm) Skybridge Americas offers:

Fully Paid Training on site with knowledgeable instructors Earn up to \$0.50 more per hour based on meeting/exceeding performance metrics Pay increase review at 6 months and annually Fun environment in a remodeled facility Full time benefits package Convenient location on the bus line at 180 Main Street

What are the responsibilities?

Answer incoming calls/emails and respond to customer questions / concerns / program inquiries in a customer friendly manner Ensure all customer inquiries are handled accurately and professionally, per the program requirements Accurate data entry in consumer database per program requirements Friendly and professional customer service on and off the phone Be on time and a team player to meet the customer needs Meet performance metrics of productivity, quality, and attendance Other call center support as required

Required Qualifications

Minimum of some high school education or equivalent combination of experience/education; Excellent professional verbal and written communication skills Strong attention to detail and diligence on accuracy Strong computer skills including the ability to navigate the Internet and other computer programs; Ability to sit for long periods of time and duration of shift Ability to hear and use a headset; use a phone Ability to type and use a mouse/computer Ability to multitask (speak and type at the same time)

Skybridge Americas is committed to diversity and all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, age, national origin, protected veteran status, disability status, sexual orientation, gender identity or expression, marital status, genetic information, or any other characteristic protected by law.

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