



Job Posting Request Form

Company Name

W&P Management

Position Title

Customer Service Representative

Job Description

Weingartz in Utica is in search of a Customer Service Representative for our Parts and Service Department.

Weingartz provides a great environment for employees to succeed by having stable leadership, top brands, exceptional after-sale support, an experienced team and a terrific 70-year reputation. We are the foremost leader in the outdoor power equipment industry and need top Parts Customer Service Representative to serve our customers.

Responsibilities and Duties:

Provides friendly and professional customer service
Greet customers in an enthusiastic and professional manner
Assists customers in dropping off equipment and captures information about the repairs needed
Assists with the processing of 'while you wait' services
Directs customers to the appropriate department
Helps the shipping and receiving department process orders
Help customers load and unload equipment/parts

Skills:

Ability to gather information from customers and convey it clearly in writing.
Ability to follow established processes and procedures with minimal supervision.
Enjoys being part of the team.
Ability to remain calm and professional in a fast paced environment and handle a variety of assignments simultaneously.
Service minded, organized and ability to work with a sense of urgency and independently.

Strong communication skills.
Possess a friendly, enthusiastic and professional demeanor

Technology:

Utilizing computer programs to invoice and tender transactions

Job Type: Full-time

Salary: \$12.00 to \$15.00 /hour

Visit our websites—www.weingartz.com and wandpmanagement.com

Since 1945, Weingartz, a family owned and operated business, has been the trusted North American leader in sales and service of outdoor power equipment. Our loyal customers come back to Weingartz again and again because of the outstanding knowledge, expertise and value they receive. Weingartz has long been an advocate for the commercial and the residential buyer, designing specialized, innovative service programs tailored to the needs of our valued customers. We have been dedicated to the relationship we share with our customers and the community for more than 70 years. Our impeccable record and highly respected, industry-wide reputation is something we never take for granted. We work hard every day to go above and beyond our customers' expectations to provide a superior retail experience. Our industry-leading customer support programs are second to none. We are an equal opportunity employer and will not unlawfully discriminate on the basis of race, color, sex, national origin, age, religion, marital or veteran status, the presence of a medical condition or handicap, height, weight, arrest record or any other protected status in the hiring, payment, discipline or promotion of employees

Contact Name

Taylor Mueller

Contact Phone Number

(586) 884-5803

Contact Email

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What type of job is this?

Full Time

Position Opening Date

Monday, July 20, 2020

Position Closing Date

Monday, August 24, 2020

Compensation

\$12.00-\$15.00/hr