



# Example of Customer Assistance Representative Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of customer assistance representative. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

## Responsibilities for customer assistance representative

- Apart from religious observation, must be able to work a full time schedule (25 hours/week)
- Apart from religious observation, must be able to work Monday-Friday 7AM-12PM at the Enterprise Hays, KS location
- Must be able to work at the Airport in Reno, NV
- Must be able to work outdoors for long periods of time
- Must be able to work at the Airport in Reno, NV
- Must have 6 months of prior face to face customer service work experience

## Qualifications for customer assistance representative

- Apart from religious observation, must be able to work a part time schedule (25 hours/week)
- Must have at least 6 months customer service retail or administrative support experience
- Must have at least 6 months experience working in a fast-paced environment
- Apart from religious observation, must be able to work a flexible work schedule to include Sunday, Thursday, Friday & Saturday 7am-6pm
- Must accept the starting pay of \$13.50/hour
- High School diploma or GED or international equivalent