



Earth Smart Property Solutions is locally owned and operated and has been serving the Calgary, Red Deer and surrounding areas since 1994. We service residential, acreage and commercial clients. Our service portfolio includes lawn fertilization, weed control, vegetation control, tree and shrub deep root fertilization, soil drenches, core aeration, seasonal clean ups, mowing, permanent lighting & snow and ice management.

Customer Service Rep (Part Time Red Deer)

The business we are in is seasonal and is very busy during the peak periods from March/April to September/October.

This is a seasonal part time position working 4 hrs per day (8 am – 12 pm or 9 am – 1 pm) from April 1st to October 15th.

Responsibilities include:

- Routing trucks using Service Management Software
- Pre-notifying clients of services via phone calls and emails
- Providing exemplary customer service, sales and retention

Qualifications:

- Computer experience
- High School Diploma
- Experience using RealGreen software a bonus
- Positive attitude, strong work ethic and excellent team skills
- Must have your own transportation to and from the shop as there is limited transit service
- Ability to communicate with customers in a courteous and professional manner
- Ability to take direction and complete paperwork properly

Wage

- Starting wage is \$17 per hour depending on experience

Application Deadline: Monday, March 21st, 2022

Apply today by emailing your resume and references to:

reddeer@earth-smart.ca

Thank you for your interest in joining Earth Smart Property Solutions and for applying to work for our company. Only those selected to advance to the interview process will be contacted.

Earth Smart Property Solutions
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