



# Indigenous.Link

Canada's fastest growing Indigenous career portal, Careers.Indigenous.Link is pleased to introduce a new approach to job searching for Indigenous Job Seekers of Canada. Careers.Indigenous.Link brings simplicity, value, and functionality to the world of Canadian online job boards.

Through our partnership with Indigenous.Links Diversity Recruitment Program, we post jobs for Canada's largest corporations and government departments. With our vertical job search engine technology, Indigenous Job Seekers can search thousands of Indigenous-specific jobs in just about every industry, city, province and postal code.

Careers.Indigenous.Link offers the hottest job listings from some of the nation's top employers, and we will continue to add services and enhance functionality ensuring a more effective job search. For example, during a search, job seekers have the ability to roll over any job listing and read a brief description of the position to determine if the job is exactly what they're searching for. This practical feature allows job seekers to only research jobs relevant to their search. By including elements like this, Careers.Indigenous.Link can help reduce the time it takes to find and apply for the best, available jobs.

The team behind Indigenous.Link is dedicated to connecting Indigenous Peoples of Canada with great jobs along with the most time and cost-effective, career-advancing resources. It is our mission to develop and maintain a website where people can go to work!

Contact us to find out more about how to become a Site Sponsor.

Corporate Headquarters:

Toll Free Phone: (866) 225-9067

Toll Free Fax: (877) 825-7564

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# Job Board Posting



Careers.Indigenous.Link

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## Customer Service Representative

<b>Job ID</b>	<b>C4-71-6C-E0-74-44</b>	
<b>Web Address</b>	<a href="https://careers.indigenous.link/viewjob?jobname=C4-71-6C-E0-74-44">https://careers.indigenous.link/viewjob?jobname=C4-71-6C-E0-74-44</a>	
<b>Company</b>	National Seating & Mobility	
<b>Location</b>	Kamloops, British Columbia	
<b>Date Posted</b>	From: 2021-10-08	To: 2021-12-07
<b>Job</b>	Type: Full-time	Category: Office
<b>Languages</b>	English	

### Description

Energize your day knowing everything you do makes someone's life better. Join our team as a Customer Service Representative at National Seating & Mobility Ltd. and feel good about the work you do! You will be based in our Kamloops branch at Unit 25A, 1967 Trans-Canada Highway, Kamloops. Your hours of work will be 8:30 to 17:00, Monday to Friday and no overtime is required.

#### About Us

National Seating & Mobility is the largest rehab equipment supplier in British Columbia and we help improve our customers' lives by providing medical equipment solutions for seating and mobility. We have 12 locations in BC. We are expecting further growth across Canada and there is no better time to join us now!

What does your typical day as a Customer Service Representative looks like

- Greeting and assisting in-store customers. Helping them to select equipment to improve their quality of life.
- Answering phones to provide helpful solutions and setting up deliveries of equipment to customers' homes.
- Liaising with therapists and other healthcare professionals for equipment demos, trials or rentals.
- Organizing repair service for wheelchairs, lifts and other medical equipment on the phone.
- Preparing quotes, sending emails, scheduling appointments and maintaining client records.
- Tracking down medical equipment from the other locations.
- Administering the equipment reservation and rental process. This requires a lot of attention to detail, in-depth understanding of our computer system and your best paperwork organization skills.
- Using our computer system to record customer deliveries, billings, reservations and service, preparing work orders, customer orders, etc.

Our Excellent benefits include:

- We contribute 100% of the total monthly premium for all benefits, excluding Long Term Disability (LTD). This applies to Single, Couple or Family coverage.
- Our benefits coverage includes extended health, dental, prescriptions, life insurance and more.
- Competitive wage based on experience.

What are we looking for from you

- Excellent verbal communication skills.
- Fantastic attention to detail.
- Proven record for organizing and prioritizing daily tasks.
- Creative troubleshooter and problem solver.
- Customer service experience, both face to face and telephone.
- Proficiency with Microsoft Word, Excel and Outlook.
- Computer skills in general.

NSM is committed to an inclusive, equitable and accessible workplace. We are proud to be an equal opportunity employer and servicing our community.

### How to Apply

Please reply with your expected wage rate. Wages are negotiable based on your qualifications and related experience. Your standard workweek is 40 hours.

Send your resume to the attention of Wade Kozak a [waze.kozak@nsm-seating.com](mailto:waze.kozak@nsm-seating.com). Thank you for your interest in National Seating & Mobility. Successful candidates will be contacted.