



<https://www.premierpersonnelgroup.com/find-a-job/customer-service-rep-moving-and-storage/>

## Customer Service Rep. Moving and Storage

### Description

Coordinates Service for assigned accounts

### Responsibilities

- Liaises with client, operations, dispatch, and drivers
- Contact customer to explain the relocation process
- Contacts domestic and/or international Origin & Destination Agents
- Arranges domestic and/or international third-party services at origin & destination of relocation
- Organizes relocation insurance coverage
- Communicates with customer throughout the relocation process; provides answers to FAQs about the move process, troubleshoots and resolves problems
- Conducts daily service calls
- Prepares files for billing process

### Qualifications

HS Diploma or equivalent

- Up to 1-3 years of related customer service experience
- Strong written and verbal communication skills
- Excellent customer service and organizational skills
- Multi-tasking ability and attention to detail
- PC proficient (Microsoft Applications)

### Hiring organization

Premier Personnel Group

### Employment Type

Full-time

### Beginning of employment

ASAP

### Duration of employment

Full Time

### Industry

Moving and Storage

### Job Location

Elizabeth

### Base Salary

\$ 25

### Working Hours

8 am to 4:30 pm