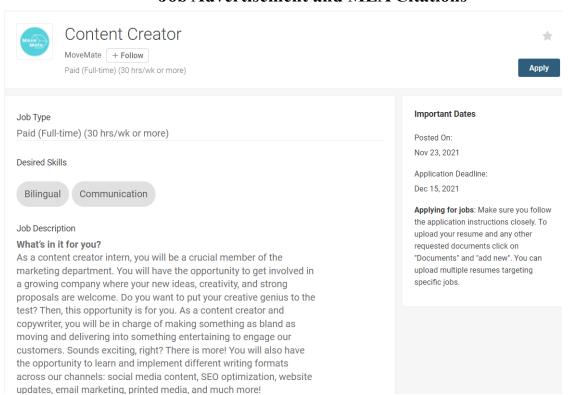
Job Advertisement and MLA Citations



Do you have excellent writing and communication skills? Do you want to evolve within a dynamic and challenging startup? If so, this opportunity might be the right fit for you.

As part of the MoveMate team, you will also be able to expand your knowledge on the startup sphere and engage in meaningful conversations with MoveMate's founders and managers through our training sessions, workshops, and happy hours.

Role description

The ideal candidate is a competitive self-starter that thrives in a fastpaced environment. This position entails Organizational skills, Customer Service Skills and Quick Thinking

Your goals are, but not limited to:

- Answering customers on intercom, email, FB, and over the phone
- Helping customers book their moves/deliveries
- Addressing customer concerns and issues during their move
- Gathering customer feedback after all moves and brainstorming ways to improve processes with the operations team
- Invoicing customers

Qualifications

What we are looking for:

We are looking for highly motivated individuals that are willing to work hard, learn and grow exponentially. Candidates must be people-oriented, flexible and able to adapt to new situations frequently.

General requirements - University degree or in-progress - Experience with data entry - Proficient with Google Drive tools - Experience in customer service - Bilingualism (French & English) a plus Good to have: · Past experience in Operations or Logistics Lead experience • Willingness to learn and adapt Hours Per Week 24-45 Job Location Montreal, Quebec Canada Virtual (Online), Internship Website https://movemate.ca/ Experience Level Current Students in an Undergraduate Program, Current Students in a Masters Program Job Nature Virtual (Online), Internship Website https://movemate.ca/ Experience Level Current Students in an Undergraduate Program, Current Students in a Masters Program 895123

Works Cited

"Content Creator." UBC Careers Online,

Salary Type Hourly

Paid

Job Length September 3rd, 2021

Organization Type For-Profit or Private

Is this position paid or unpaid?

https://ubc-csm.symplicity.com/students/app/jobs/detail/23c320e50189e9c387f4b0c89d27155b#jobact.apply=1