

## Customer Service Representative Needed in London

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Company: Skills Provision

Location: United Kingdom

Category: office-and-administrative-support

Skills Provision is searching for a Customer Contact Representative for a financial organisation in London, United Kingdom.

### Salary and Benefits

£28,000 p.a

Free parking

35hr week shifts between 8am & 6pm, Mon-Fri

Company contributory pension scheme

Concessionary mortgage scheme

Staff bonus scheme

### The Role

As a customer contact representative, you will be responsible for taking inbound calls from existing customers and relevant intermediaries. There are no sales involved, nor any scripted work. Taking personal responsibility, you will ensure customers' needs are satisfied, answering calls promptly and ensuring that customer service levels are met. You will use your initiative and take pride in delivering a quality service. In return for your commitment and enthusiasm we are a forward-thinking organisation who will invest in you, so providing excellent opportunities for future career progression. Initially, full training will be provided.

### Requirements

Excellent telephone skills

Customer service experience

Adaptable

Team player

Good communication skills

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