

Customer Services Planner

[Apply Now](#)

Company: HAYS

Location: United Kingdom

Category: other-general

Immediate Start - Customer Services Advisors required in Lincoln

What does the role involve?

You will assist in the delivery of a business-critical service to ensure that both planned and reactive work is scheduled to meet business performance targets and systems are updated with work activities.

Take ownership of today and tomorrow's work schedules, to ensure that all work is completed within the agreed timescale.

Prioritise and deploy reactive work according to priority matrix to field resources via telephone, complying with health and safety guidelines. Ensuring resource has the availability to complete the work and remove any work that cannot be completed as a result.

Escalating to relevant teams where high priority work cannot be deployed.

Contacting both internal and external customers, to keep them informed and realign expectation

What does it take to be a Customer Services Planner?

To be successful in this role, we are looking for the following top skills:

Well-organised with excellent administration skills.

Teamwork and willingness to help others.

Good communication skills at all levels with both internal & external customers.

Ability to work within a team whilst owning your own workload.

Prioritisation and decision-making skills.

The drive and ambition to provide World Class customer service.

What hours will I work?

Shifts will vary between 6.30am and 9.30pm, involving a week of early shifts and a week of late shifts. Weekend work will be required, with one weekend per month.

Start date: 18.03.2024 Temporary to begin with and the opportunity for it to become permanent

£21,833 with a formal pay progression structure

Based in Lincoln

What you need to do now

If you're interested in this role, click 'apply now' to forward an up-to-date copy of your CV, or call us now.

If this job isn't quite right for you, but you are looking for a new position, please contact us for a confidential discussion on your career.

4509647

[Apply Now](#)

Cross References and Citations:

1. [Customer Services Planner Fashionjobsnearme](#) Jobs United Kingdom

[Fashionjobsnearme](#) ↗

2. [Customer Services Planner Washingtondcjobs](#) Jobs United Kingdom

[Washingtondcjobs](#) ↗

3. [Customer Services Planner Lahorejobs](#) Jobs United Kingdom [Lahorejobs](#) ↗

4. [Customer Services Planner Unitedkingdomjobs](#) Jobs United Kingdom

Unitedkingdomjobs ↗

5. Customer Services Planner Whitecollarjobs Jobs United KingdomWhitecollarjobs ↗

6. Customer Services Planner Makkahjobs Jobs United KingdomMakkahjobs ↗

7. Customer Services Planner Ophthalmologistjobs Jobs United Kingdom

Ophthalmologistjobs ↗

8. Customer Services Planner Appdeveloperjobs Jobs United Kingdom

Appdeveloperjobs ↗

9. Customer Services Planner Professorjobs Jobs United KingdomProfessorjobs ↗

10. Customer Services Planner UsajobscentralJobs United KingdomUsajobscentral ↗

11. Customer Services Planner AfricajobscentralJobs United KingdomAfricajobscentral

↗

12. Customer Services Planner Dominicanrepublicjobs Jobs United Kingdom

Dominicanrepublicjobs ↗

13. Customer Services Planner Petroleumjobs Jobs United KingdomPetroleumjobs ↗

14. Customer Services Planner Searchamericanjobs Jobs United Kingdom

Searchamericanjobs ↗

15. Customer Services Planner Journalistjobs Jobs United KingdomJournalistjobs ↗

16. Customer Services Planner BangkokjobsJobs United KingdomBangkokjobs ↗

17. Customer Services Planner Flutterjobsnearme Jobs United Kingdom

Flutterjobsnearme ↗

18. Customer Services Planner Searchcanadajobs Jobs United Kingdom

Searchcanadajobs ↗

19. Customer services planner Jobs United kingdom ↗

20. AMP Version of Customer services planner ↗

21. Customer services planner United kingdom Jobs ↗

22. Customer services planner JobsUnited kingdom ↗

23. Customer services planner Job Search ↗

24. Customer services planner Search ↗

25. Customer services planner Find Jobs ↗

