

# JOB POSTING

**Job Title:** Telephone Service Agent

**Salary:** \$8.75/hr

**Job Closing Date (mm/dd/yy):** 7/2/19

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**Company Name:** American Staffing

**Contact Person:** Julia Hensley

**Address:** 2642 Legends Cir.

**City/State:** Idaho Falls, ID

**Phone Number:** 208-529-3349

**Web Address:** asitemp.com

**Contact email:** idahofallssales@asitemp.com

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## **General Responsibilities:**

American staffing is seeking a Telephone Service Agent to work in a local call center. Employees in this position rely on instruction and pre-established guidelines. A good candidate will be able to follow and adhere to an exact script in a professional manner. They will be required to maintain an acceptable level of quality assurance scores and excellent customer service. They must have strong communication skills using professional language/grammar, be able to speak clearly and audibly, and have good computer skills.

## **Job Qualifications:**

- They must have strong communication skills using professional language/grammar, be able to speak clearly and audibly, and have good computer skills.

## **Application Process:**

To be considered for this position, please attend our orientation held at 1278 S Woodruff Avenue in Idaho Falls. Orientation is held Monday through Friday at 12:45 pm. You can pick any day to come in. Make sure you bring your resume and proper form(s) of ID for an I-9 form, most commonly used is your current drivers license/ID card AND your social security card. (originals only.) If you have any questions, please call 208-529-3349