

<https://jobtacular.com/job/entry-level-remote-customer-service-specialist-part-time-20-to-25-per-hour/>

Work from Home Chat Agent | Part-Time | Earn \$25-\$35/hr | Flexible Hours

Description

Are you passionate about providing excellent customer service? Are you looking for a part-time remote position that offers flexibility and the opportunity to work from home? Join our team as an Entry-Level Remote Customer Service Specialist and play a vital role in ensuring customer satisfaction. This is an excellent opportunity for individuals with no prior experience to start their career in customer service.

About Jobtacular.com

At Jobtacular.com, we are dedicated to connecting job seekers with remote and work from home job opportunities. Our platform specializes in providing flexible and fulfilling careers that align with individuals' lifestyles. We believe in the power of remote work to enhance work-life balance and productivity, and we strive to assist both job seekers and employers in this evolving landscape.

Job Responsibilities

As an Entry-Level Remote Customer Service Specialist, your primary responsibility will be to deliver exceptional customer service and support to our clients. You will:

Promptly Respond to Customer Inquiries

Promptly respond to customer inquiries through various channels, such as email, chat, or phone. Your goal is to provide timely and accurate information while maintaining a high level of professionalism.

Address Customer Concerns and Issues

Empathetically address customer concerns, complaints, and issues. Act as a liaison between customers and internal teams to ensure that resolutions are provided in a timely and satisfactory manner.

Provide Product and Service Information

Develop a deep understanding of our products and services to effectively assist customers. Provide accurate and detailed information to customers, addressing their questions and helping them make informed decisions.

Troubleshoot Technical Issues

Assist customers in troubleshooting technical issues they may encounter while using our platform or services. Provide step-by-step instructions or collaborate with other team members to ensure timely resolution of complex technical problems.

Hiring organization

Work From Home Recruiting

Employment Type

Part-time

Industry

Customer Service

Job Location

Remote work from: United States

Base Salary

\$ 20 - \$ 25

Date posted

October 30, 2024

Valid through

01.01.2029

Maintain Accurate Records

Maintain detailed and accurate records of customer interactions, inquiries, and resolutions. This includes documenting customer feedback, frequently asked questions, and recurring issues to improve our customer support processes.

Requirements

To succeed in this entry-level position, you should meet the following requirements:

Strong Communication Skills

Possess excellent written and verbal communication skills to effectively interact with customers. Clear and concise communication is key to providing exceptional customer service.

No Prior Customer Service Experience Required

This is an entry-level position, and no prior customer service experience is required. We value individuals who are eager to learn and grow in their role.

Empathy and Patience

Demonstrate empathy, patience, and a customer-centric mindset. You should be able to understand customer concerns and provide solutions while maintaining professionalism and a positive attitude.

Technical Proficiency

Be comfortable using computers, online platforms, and customer support software. Basic technical skills and the ability to learn new software and systems are essential.

Time Management and Organization

Possess strong time management and organizational skills to prioritize and handle multiple customer inquiries effectively. You should be able to work independently and meet deadlines.

Reliable Internet Connection and Home Workspace

Maintain a reliable internet connection and have a suitable home workspace that allows for uninterrupted work. This ensures seamless communication with customers and a productive work environment.

FAQs About Remote Work

Q: What are the advantages of working remotely as a Customer Service Specialist?

A: Working remotely as a Customer Service Specialist offers flexibility and the ability to work from the comfort of your own home. It eliminates the need for commuting, provides a better work-life balance, and allows for a customized workspace. Remote work also offers the opportunity to work with a diverse range of customers and develop strong communication and problem-solving skills.

Q: What are the technical requirements for this remote position?

A: To work effectively as an Entry-Level Remote Customer Service Specialist, you will need a reliable internet connection, a computer or laptop, and access to necessary software or tools provided by the company. Basic proficiency in using customer support platforms and applications will be beneficial for this role.

Q: How will training and onboarding be conducted for remote employees?

A: Our company provides comprehensive remote training and onboarding for all new employees. You will receive detailed instructions, resources, and support to ensure you are equipped with the knowledge and skills needed to excel in your role. Training may include virtual meetings, video tutorials, and interactive modules.

About Jobtacular.com

Jobtacular.com is a leading job board specializing in remote and work from home job opportunities. We are committed to bridging the gap between job seekers and remote employers, making the process of finding and hiring remote talent seamless. With our extensive network and user-friendly platform, we strive to empower individuals in their search for remote careers and assist companies in building successful remote teams.

Join our team as an Entry-Level Remote Customer Service Specialist and gain valuable experience in the customer service field. Apply now to embark on a rewarding journey that offers flexibility, growth, and the opportunity to provide exceptional support to our valued customers.

How to Apply

Our client requires a short three-minute assessment to apply, which you can take by clicking the button below.

Visit Site

Disclosure

Disclaimer: Please note that Jobtacular.com is NOT a recruitment agency. We are not an agent or representative of any employer.

Marketing Disclosure: This website is a marketplace. As such you should know that the owner has a monetary connection to the product and services advertised on the site. The owner receives payment whenever a qualified lead is referred but that is the extent of it.

Be sure to check out our partner sites at RemoteJobsSite.com, YourRemoteWork.com and Joballstar.com