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Remote Customer Service Representative – Live Customer Service Coordinator – No Experience Required

Description

Company: Executive Placement Services LLC **Position:** Live Customer Service Coordinator **Job Classification:** Remote Customer Service Representative **Division:** Client Services Department **Employment Type:** Independent Contractor **Location:** Remote (United States) **Compensation:** \$25-35 per hour **Schedule:** Flexible 5-40 hours per week

EXECUTIVE POSITION SUMMARY

Executive Placement Services LLC presents an exceptional remote customer service representative opportunity for accomplished professionals seeking to advance their careers in digital customer engagement. This Live Customer Service Coordinator position represents a strategic role delivering superior customer support through advanced digital communication platforms while maintaining the highest standards of professional excellence. Remote customer service representative positions at Executive Placement Services combine competitive compensation ranging \$25-35/hour with comprehensive professional development programs and executive-level advancement opportunities. Live customer service coordinators operate with complete autonomy from their personal professional environments while contributing to organizational strategic objectives and client satisfaction excellence. This remote customer service representative opportunity attracts high-caliber candidates regardless of previous customer service experience as our executive-level training curriculum develops all necessary competencies for professional distinction. Live customer service coordinators build prestigious career foundations while establishing themselves as leaders in the sophisticated digital customer engagement industry.

STRATEGIC RESPONSIBILITIES AND EXECUTIVE FUNCTIONS

Client Relationship Management Excellence

Premium Client Engagement Services Deliver executive-level client support through sophisticated website chat platforms responding to high-value client inquiries within stringent service level agreements and quality parameters. Remote customer service representative positions require exceptional professional capabilities managing multiple concurrent premium client conversations while maintaining excellence standards. Provide strategic client assistance through premium social media messaging platforms including LinkedIn Executive, Facebook Business, Instagram Professional, and Twitter Corporate with unwavering

Hiring organization

Work From Home Tech Jobs

Base Salary

\$ 25 - \$ 35

Industry

Customer Service

Job Location

Remote work possible

Date posted

September 21, 2025

Valid through

01.01.2029

professional representation and brand excellence. Live customer service coordinators resolve complex client concerns, deliver expert guidance, and facilitate exceptional client experiences across all executive communication channels. Maintain meticulous documentation of premium client interactions for executive quality assurance evaluation, strategic performance assessment, and business intelligence analysis. Remote customer service representative roles include comprehensive client relationship records supporting strategic enhancement initiatives and organizational excellence objectives.

Executive Problem Resolution and Strategic Support Conduct comprehensive client needs analysis using advanced consultation methodologies and executive listening techniques to identify optimal solutions and strategic recommendations. Live customer service coordinators employ sophisticated consultation approaches understanding complex client requirements and delivering exceptional professional assistance. Resolve challenging client situations and service complexities through expert communication, innovative problem-solving strategies, and executive-level persistence while maintaining prestigious client relationships. Remote customer service representative positions require exceptional professionalism and expertise when managing sophisticated situations and high-value client interactions. Coordinate with senior leadership and executive team members for escalated issue resolution and situations requiring strategic expertise or executive authorization. Live customer service coordinators participate in high-level collaborative problem-solving ensuring comprehensive client satisfaction and strategic issue resolution.

Business Development and Strategic Revenue Enhancement Identify premium client business opportunities and provide strategic service recommendations based on comprehensive market analysis and executive consultation methodologies. Remote customer service representative positions contribute substantially to strategic revenue objectives through sophisticated client guidance and relationship development. Facilitate high-value client engagements by sharing relevant premium service information, strategic opportunities, and executive-level programs during interactions to enhance client value and satisfaction. Live customer service coordinators help clients access exclusive benefits while supporting strategic business profitability requirements. Provide comprehensive engagement assistance including executive consultation procedures, strategic service selection, and premium agreement completion ensuring exceptional client outcomes. Remote customer service representative positions include complete strategic support from initial client interest through final executive engagement confirmation.

Executive Performance Standards and Strategic Metrics

Excellence Achievement Requirements Maintain minimum 94% client satisfaction rating through consistent executive-level service delivery and exceptional problem resolution capabilities. Remote customer service representative positions participate in comprehensive strategic quality monitoring programs with regular executive feedback and professional development coaching. Achieve established strategic productivity metrics and executive response time objectives while maintaining superior service quality standards and client satisfaction goals. Live customer service coordinators demonstrate efficiency and effectiveness through measurable executive performance indicators and premium client feedback. Participate actively in strategic collaboration including executive knowledge sharing, leadership mentoring, and collective problem-solving for enhanced service delivery and professional development. Remote customer service representative positions contribute to organizational strategic effectiveness and continuous learning through active participation and expertise sharing.

EXECUTIVE COMPENSATION AND STRATEGIC

BENEFITS

Premium Compensation Structure

Executive Hourly Rate Framework Remote customer service representative positions begin at premium professional rates ranging \$25-35/hour based on executive availability assessment, advanced communication skills evaluation, and strategic training program performance. Live customer service coordinators receive compensation reflecting executive service delivery value and premium market standards. Quarterly executive performance evaluations include potential compensation enhancements of \$4-8/hour based on client satisfaction achievement, strategic productivity excellence, and executive professional development accomplishments. Remote customer service representative positions provide merit-based advancement through demonstrated executive competency and service excellence. **Executive Performance Recognition Programs** Monthly strategic achievement bonuses ranging \$250-600 reward exceptional client satisfaction ratings, executive productivity leadership, and professional excellence demonstration. Remote customer service representative positions recognize superior executive performance through substantial additional compensation opportunities. Quarterly executive performance awards between \$500-900 celebrate sustained service excellence, strategic professional growth accomplishments, and meaningful organizational contributions. Live customer service coordinators receive comprehensive recognition for consistent high executive performance and strategic leadership. Annual executive retention bonuses of \$800-1500 acknowledge long-term strategic commitment and continued executive career development within remote customer service representative positions. Strategic professional stability and ongoing excellence earn substantial financial recognition and executive advancement consideration.

Executive Career Development and Strategic Advancement

Strategic Professional Growth Pathways Senior Live Customer Service Coordinator positions offer enhanced executive compensation ranging \$35-48/hour with expanded strategic responsibilities including complex client engagement and executive team mentorship duties. Remote customer service representative positions provide clear strategic advancement trajectories with increased earning potential and executive development. Executive Team Leadership positions offer strategic management compensation ranging \$48-62/hour with leadership responsibilities including executive performance coaching, strategic team coordination, and operational oversight. Live customer service coordinators advance to executive leadership roles through demonstrated excellence and strategic management capability. Senior Executive Management roles provide premium compensation ranging \$58-80/hour with strategic planning participation and comprehensive organizational leadership responsibilities. Remote customer service representative careers progress to senior executive levels through sustained strategic performance excellence and executive achievement.

EXECUTIVE QUALIFICATIONS AND STRATEGIC COMPETENCIES

Educational and Executive Professional Background

Executive Educational Standards High school diploma or equivalent required for remote customer service representative consideration. Executive-level post-secondary education preferred as professional success depends on advanced communication excellence and strategic customer service aptitude. **Strategic**

Professional Experience Requirements Previous executive or professional experience preferred but not mandatory for remote customer service representative positions as comprehensive executive training programs provide necessary strategic competencies. Live customer service expertise develops through structured executive learning and strategic application. Demonstrated executive or professional work history showing strategic reliability, achievement, and executive professionalism considered valuable for candidate assessment. Executive character and strategic professional conduct evaluation important for remote customer service representative success.

Executive Professional Skills and Strategic Competencies

Executive Communication Excellence Standards Outstanding written English communication skills including impeccable grammar, executive tone consistency, and sophisticated expression for premium client demographics. Remote customer service representative positions demand exceptional written interaction standards for client satisfaction and executive brand representation. Advanced executive interpersonal communication abilities including strategic empathy, executive listening, and solution-focused approaches for effective premium client relationship management. Live customer service coordinators must demonstrate executive patience, understanding, and strategic communication strategies.

Strategic Technical Proficiency Requirements Expert computer operation including advanced web browser navigation, sophisticated multi-application management, and premium software utilization for executive customer service platforms. Remote customer service representative positions require comfortable advanced technology usage and strategic platform mastery capability. Executive typing speed minimum 50 words per minute with precision for efficient premium client communication and comprehensive documentation requirements. Live customer service coordinators maintain executive productivity standards while ensuring communication quality and strategic professionalism.

Executive Professional Attributes and Strategic Characteristics Strong executive customer service orientation with genuine commitment to helping premium clients achieve strategic objectives through sophisticated professional assistance. Remote customer service representative positions require authentic dedication to creating exceptional client experiences and building prestigious relationships. Exceptional executive self-motivation and strategic accountability for consistent performance in independent executive work environments without direct supervision. Live customer service coordinators demonstrate executive discipline and commitment to strategic service excellence. Strategic availability for minimum 5 hours weekly with executive flexibility to increase commitment based on strategic performance achievements and business opportunities. Remote customer service representative positions accommodate executive scheduling while ensuring comprehensive strategic service coverage.

EXECUTIVE TRAINING AND STRATEGIC DEVELOPMENT PROGRAM

Executive Professional Development Curriculum

Executive Foundation Training Program (30 hours) Intensive executive training covering advanced strategic customer service methodology, executive communication excellence, and sophisticated platform navigation for service mastery. Remote customer service representative preparation includes executive client psychology principles, advanced strategic conflict resolution techniques, and organizational executive service philosophy. Comprehensive executive hands-on platform training with advanced chat management systems, premium social media

tools, and sophisticated client relationship software for strategic expertise development. Live customer service coordinators achieve executive platform mastery and strategic workflow optimization for maximum efficiency and premium client satisfaction.**Advanced Executive Skills Development (20 hours)** Specialized executive instruction in complex premium client situations, sophisticated strategic problem-solving techniques, and advanced consultative business development strategies. Remote customer service representative professionals develop executive expertise for challenging strategic scenarios and advanced executive service responsibilities.Executive quality assurance training covering strategic performance measurement systems, advanced self-evaluation techniques, and continuous executive improvement methodologies for strategic career advancement. Live customer service coordinators learn executive professional development approaches and strategic performance excellence maintenance.**Executive Competency Validation (5 hours)** Supervised premium client interactions with real-time executive coaching and comprehensive strategic competency verification ensuring readiness for independent executive service delivery. Remote customer service representative certification requires demonstrated mastery in actual premium client service situations.Executive performance assessment and strategic skill validation through practical demonstration of premium client service capabilities and executive quality standards achievement. Live customer service coordinators complete executive training through objective strategic competency verification and executive professional readiness confirmation.

Strategic Executive Development Support

Monthly Executive Enhancement Programs Mandatory participation in monthly advanced executive training workshops covering industry strategic innovations, premium platform developments, and cutting-edge executive customer service techniques. Remote customer service representative positions require continuous strategic learning and executive skill advancement for career progression.Individualized executive coaching sessions with detailed strategic performance feedback and advanced improvement planning based on premium client satisfaction metrics and executive quality assessments. Live customer service coordinators receive personalized executive development guidance and strategic career planning assistance.**Executive Leadership Development and Strategic Advancement Training** Comprehensive executive leadership development programs for exceptional performers demonstrating strategic management potential and organizational executive advancement readiness. Remote customer service representative positions provide structured strategic pathways for executive career progression and increased strategic leadership responsibility.Executive professional development investment including premium external training programs, advanced industry certifications, and strategic skill enhancement activities supporting executive career objectives. Live customer service coordinators benefit from substantial organizational investment in executive professional growth and strategic advancement preparation.

EXECUTIVE WORK ENVIRONMENT AND STRATEGIC CONDITIONS

Executive Remote Work Infrastructure

Executive Professional Home Office Requirements Remote customer service representative positions operate from sophisticated home workspace environments with premium technology infrastructure and minimal distractions during scheduled executive operational hours. Live customer service coordinators maintain executive

work environment standards regardless of geographic location.Strategic professional scheduling within comprehensive executive operational coverage requirements accommodating executive commitments while ensuring optimal premium client service availability. Remote customer service representative positions balance executive lifestyle needs with strategic business operational excellence demands.**Premium Technology Infrastructure and Executive Support** High-speed internet connectivity with minimum 35 Mbps download speed for reliable premium platform performance and consistent executive service delivery excellence. Remote customer service representative positions depend on superior strategic technology infrastructure for executive client interactions.Advanced executive computer equipment with current premium operating systems and updated web browser compatibility for all required executive customer service applications and platforms. Live customer service coordinators utilize executive-grade technology supporting optimal strategic performance and premium service delivery.

Executive Performance Management and Strategic Excellence

Comprehensive Executive Performance Monitoring Regular executive performance evaluation through detailed premium client interaction analysis with constructive strategic feedback and executive professional development coaching. Remote customer service representative positions include sophisticated strategic quality assurance programs ensuring executive service excellence and strategic career advancement.Objective executive performance measurement through comprehensive premium client satisfaction scoring, strategic response time analytics, and advanced resolution effectiveness tracking systems. Live customer service coordinators receive transparent executive performance assessment and targeted strategic improvement guidance.**Executive Team Collaboration and Strategic Knowledge Management** Virtual executive team environments and advanced strategic digital collaboration tools maintaining executive professional relationships and comprehensive strategic knowledge sharing despite geographic distribution. Remote customer service representative positions foster collaborative executive culture through structured strategic communication and executive peer support systems.Executive peer mentorship programs and strategic collaborative problem-solving initiatives supporting executive professional development and premium service quality improvement. Live customer service coordinators contribute to organizational strategic success through active executive participation and strategic expertise sharing.

EXECUTIVE APPLICATION AND STRATEGIC SELECTION PROCESS

Executive Application Submission

Strategic Executive Application Process Submit comprehensive executive application through company website using designated Apply Now button below executive position posting. Remote customer service representative applications emphasize executive communication excellence and strategic customer service potential rather than extensive experience documentation requirements.Executive cover letter submission explaining specific strategic interest in remote customer service representative positions and executive customer service career motivation. Live customer service coordinator candidates demonstrate executive enthusiasm and strategic career commitment through comprehensive executive application materials.

Executive Candidate Evaluation

Comprehensive Executive Assessment Thorough executive evaluation based on advanced written communication excellence, strategic customer service aptitude, executive attitude demonstration, and strategic availability commitment. Remote customer service representative success depends on exceptional executive qualities and strategic professional development potential. Advanced executive customer service scenario assessment measuring sophisticated strategic problem-solving ability, executive communication effectiveness, and strategic professional judgment application. Live customer service coordinators demonstrate exceptional executive competency through realistic strategic situation responses and innovative executive solution development. **Executive Selection Timeline** Executive application review completed within 24-48 hours with prompt executive communication regarding candidacy status and detailed strategic next steps. Remote customer service representative hiring maintains efficient executive processing while respecting candidate executive time and strategic business operational needs. Executive training coordination begins immediately upon strategic candidate selection with flexible executive scheduling options accommodating strategic availability and optimal executive learning preferences. Live customer service coordinators begin earning competitive executive income promptly through streamlined executive onboarding and comprehensive strategic development programs.

Executive Employment Authorization

Executive Background Verification Comprehensive executive background investigation and employment eligibility verification required for premium client data access and strategic security compliance. Remote customer service representative positions maintain exceptional executive security standards for premium client information protection and strategic business operational integrity. Executive reference verification and comprehensive strategic employment history confirmation supporting thorough executive candidate evaluation and strategic selection decisions. Live customer service coordinators undergo comprehensive but respectful executive screening processes ensuring strategic professional standards and organizational executive fit. **Executive Contract Documentation** Independent contractor executive agreement completion including detailed strategic compensation terms, executive performance expectations, and comprehensive strategic professional standards. Remote customer service representative positions operate under clear executive contractual relationships with defined strategic responsibilities, executive benefits, and strategic advancement opportunities. Executive tax documentation and efficient strategic payment processing setup ensuring accurate and timely executive compensation delivery. Live customer service coordinators receive executive payment arrangements and proper strategic employment classification supporting executive career development and strategic financial security.

EXECUTIVE ORGANIZATIONAL COMMITMENT

Executive Placement Services LLC maintains unwavering commitment to equal opportunity executive employment practices for all remote customer service representative positions without discrimination based on race, color, religion, gender, national origin, age, disability, veteran status, or other protected characteristics. Comprehensive reasonable accommodations provided for qualified executive individuals with disabilities to perform essential strategic job functions effectively. Remote customer service representative positions welcome diverse executive candidates and actively support inclusive executive workplace

participation and strategic professional advancement.**Ready to elevate your executive career with remote customer service representative positions offering \$25-35/hour executive compensation and comprehensive strategic development? Click Apply Now to join our elite executive Live Customer Service team and launch your sophisticated remote career with exceptional executive opportunities and unlimited strategic advancement potential!**



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