



CUSTOMER SERVICE REPRESENTATIVE WANTED

Hopper Buick GMC has been an established dealership for over 53 years. We have earned the highest performance ranking from General Motors of Canada in 2019 Presidents Club Award. We are a dealership filled with long term dedicated employees who are professional and committed to customer satisfaction. At this time we are currently looking to fill the position of a CSR representative to help us in securing customer contentment in every aspect of our customer relationships. If you are a person who enjoys working with people, this could be the place for you!

Position available for part-time.22.50 hours per week . Hourly rate \$19.00

Responsibilities

- Identify and pursue new business opportunities through research, networking, and outreach efforts.
- Develop and maintain strong relationships with existing sales people while actively seeking ways to expand service offerings.
- Conduct market analysis to identify trends, customer needs, and competitive landscape.
- Collaborate with cross-functional teams to ensure alignment on business strategies and client expectations.
- Track sales metrics and prepare reports on performance against targets.

Skills

- Excellent communication skills, both verbal and written, with the ability to present ideas clearly and persuasively.
- Strong analytical skills to assess market data and develop strategic plans.
- Proven ability to build relationships with clients and stakeholders at various levels.
- Self-motivated with a results-oriented mindset; able to work independently as well as part of a team.
- Proficiency in CRM software and Microsoft Office Suite (Word, Excel, PowerPoint).
- Previous experience in sales or business development is preferred

Join us in driving the success of our organization while advancing your career in a supportive environment that values innovation a

Please drop off your resume in person to Kathy Caron at: 550 McKeown Avenue, North
Bay, Ontario, P1B 8K3
between 9am-5pm
kathy.c@hopperbuickgmc.com
www.hopperbuickgmc.com