



To apply or inquire, please send resume to myang@aerotek.com.

Customer Service Representative (Healthcare)

Pay: \$17.76/hour

Location: Coon Rapids, MN

Start Date: November 2

Shifts:

- 1:30 AM - 8:00 PM; Tuesday/Wednesday Off
- 12:00 PM - 8:30 PM; Wednesday/Thursday Off
- 1:00 PM - 9:30 PM; Tuesday/Wednesday Off
- 2:00 PM - 10:30 PM; Thursday/Friday Off
- 2:00 PM - 10:30 PM; Wednesday/Thursday Off

Description:

The customer service representative is responsible for answering 80+ phone calls within a call center setting. Phone calls can vary from answering and directing phone calls, taking messages for providers, answering questions around services, schedule/reschedule/cancel appointments, etc.

For the first 3 months, this position will be answering, directing, and taking messages for providers. Scheduling and registration training will be learned closer towards the 4-6 months mark once they have mastered the answering services.