



# **POSITION POSTING**

## **Member Service Representative**

*Available: 1 Position*

A Member Service Representative is responsible for accurately and efficiently collecting electric bill payments, maintaining Member accounts, and responding to Member inquires and service issues. This position is responsible for maintaining a positive member relationship by providing efficient, accurate and courteous service that will increase Member satisfaction and promote goodwill between the Cooperative and its members.

### **EDUCATION:**

#### *Required Education & Experience:*

- High School Diploma or equivalent
- One (1) year of experience with directly related work experience in customer service

#### *Preferred Education & Experience:*

- Secondary education or training in Communications, Marketing or Member Services
- Equivalent Work Experience in Customer Service-related fields or directly related discipline from a recognized educational institution

***JOB WILL REMAIN OPEN UNTIL FILLED***

APPLICATIONS CAN BE OBTAINED BY:  
E-mail to [service@socorroelectric.com](mailto:service@socorroelectric.com) or  
at [www.socorroelectric.com](http://www.socorroelectric.com) under  
YOUR CO-OP – JOIN OUR TEAM  
or calling Human Resource Manager  
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