



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 or
at www.socorroelectric.com under
YOUR CO-OP – JOIN OUR TEAM
or calling Human Resource Manager
(575) 835-0560 ext. 1001

THE SEC IS AN EQUAL OPPORTUNITY EMPLOYER