



## **Customer Service Representative – Yard (Seasonal) | Burlington, ON**

Start Date: immediately

Select Stone Supply is a respected supplier of natural stone products to landscape and building professionals. Our customers count on us for excellent service and quality products, when and where they need them.

As Customer Service Representative - Yard, you are part of a small team of friendly and hardworking people striving for 100% customer satisfaction while maintaining a fun and safe work environment. You will use your excellent communication skills, ability to work with numbers, and service-focused attitude to build and maintain strong customer relationships. As our ideal candidate, you are friendly, helpful and thrive in a fast-paced, changing environment. You enjoy working outdoors and are not afraid of physical labour.

The major duties of this position involve connecting quickly with many different personalities in a friendly and helpful way. Details are an important part of daily tasks and need to be handled quickly, correctly and efficiently.

### *Primary Responsibilities include but are not limited to:*

- Assisting customers to find and select product in the yard
- Operating loading equipment (e.g. Bobcat skid steer, front end loader) to load product into customer and company vehicles safely and efficiently
- Accurately measuring/calculating product quantities and communicating them to office staff
- Unloading delivery vehicles and putting product away quickly and neatly
- Performing daily and weekly maintenance and housekeeping tasks (e.g. returning product to designated areas, yard organization, etc.)
- Maintaining a safe and tidy work area

### *Skills, Qualifications and Physical Requirements:*

- People-oriented personality with a friendly, helpful and positive disposition
- Strong ability to use numbers, basic mathematical functions (addition, subtraction, multiplication, division) and formulas to accurately measure and calculate areas, quantities and weights
- Adaptable to quickly changing tasks as circumstances require
- Physical ability to lift 60-80 lbs
- Available to work from 6:45 am to 5:00 pm
- Experience operating a Bobcat skid steer and knowledge of natural stone are assets but not requirements

### *Work Conditions:*

- Faster-than-average pace in a changing environment
- Some manual labour required

To apply, please visit [selectstonesupply.com/careers.html](https://selectstonesupply.com/careers.html).

## **SELECT STONE SUPPLY LTD.**

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