

# ***Ardwin Freight***

## **DESCRIPTION**

Ardwin Freight is an over the road truckload carrier founded in 1988. Since that time delivering value for our customers is our #1 focus. Our goal is to provide the finest quality services to our customers and to do this more efficiently and economically than our competitors. Ardwin Freight is dedicated to serving our regional as well as nationwide customers' needs in the most economical and efficient way possible. Our objective is to provide total customer satisfaction and be the most honest and reputable carrier in the US. For more information about Ardwin visit us at [www.ardwin.com](http://www.ardwin.com).

**POSITION:** Customer Service/Dispatch (Entry Level)

**LOCATION:** Burbank, CA

**JOB TYPE:** Full-Time

**BASE PAY:** \$17.00 /Hour

## **GENERAL SUMMARY**

Customer Service Representative (CSR) -- as a CSR you are responsible for supporting the company's sales goals through good customer service, maintaining quality relations with existing accounts, and providing sales coverage.

## **REQUIREMENTS**

- College Education
- Bilingual in Spanish is a must
- Good oral and written communication skills
- Computer literacy
- Math aptitude
- Customer service orientation and diplomacy
- Organization, Project Management and Time Management skills
- Prior customer service experience in transportation is helpful

## **BENEFITS**

- Medical insurance (fully paid HMO)
- Dental insurance (fully paid)
- Paid vacations
- Paid holidays
- Paid personal days
- 401K available
- Bonus

If you are highly motivated, energetic and seek the challenge and rewards of supporting a great service and helping customers to be more successful, we would like to hear from you. Please send your resume and application to [careers@ardwin.com](mailto:careers@ardwin.com) for review and consideration.

Thank you for your interest in Ardwin Freight