



JOB POSTING: Client Care Representative

We are currently hiring an experienced full time Client Care Representative available to work in the Langley / Aldergrove area.

The ideal candidate will be available Monday through Friday 7:30 am to 4:00 pm.

We are seeking a Client Care Specialist that is fluent in both **English and French**, who takes pride in providing excellent customer service, has a friendly hard-working attitude and exceptional attention to detail. Candidate must have an aptitude for new challenges, problem solving and able to work in a collaborative office setting.

We offer a competitive salary and benefits package for full time employees.

The duties for this position include, but are not limited to the following:

- Effectively manage customer orders from inquiry to completion, ensuring great customer satisfaction.
- Data Entry of orders - exceptional attention to detail required
- Phone and email communications, must possess excellent language skills
- High efficiency in a fast paced, timeline driven environment
- Support all areas of the Client Care team

Through our 30+ years of innovation, KLONDIKE Lubricants has formulated 360 oils, lubricants, greases, and specialty fluids, servicing virtually every vehicle and equipment category found in today's industries.

As we distribute millions of litres of oil to every area in Canada each month, with hundreds of thousands of people relying on KLONDIKE products to keep their equipment operating at full capacity every day, we understand the importance of attention to detail to ensure our products are delivered on time.

The KLONDIKE Client Care team is committed to have a voice answer every phone call, and promptly respond to every email, while providing best-in-class customer service.

We operate with an entrepreneurial spirit, and lead with an attitude that focuses on opportunities. We embrace growth and continual improvement, execute with purpose and enthusiasm, and are passionate about the products we develop and the service we deliver.

TO APPLY FOR THIS POSITION: send your resume and cover letter to join@klondikelubricants.com, and include "Client Care Representative" in the subject line.

While we appreciate every application, only candidates selected for an interview will be contacted.