

## Rock & Roll Off's

Position- Customer Service

Location: 1401 Schillinger Road N Semmes, AL 36575

Contact- Rocky Fremin 251.645.2826

Duration- Spring/Summer Semester Work Study

Time Requirements- Part time- Full time

Number of Openings- 1

Compensation- \$8.00/hr.

GPA Desired- 3.0 or better

Start Date- ASAP

### Job Description:

Provides support to Customer Sales/Service department.

Answers phones, filing, mail outs, possible social media responsibilities. Clerical responsibilities, excel worksheets.

### Qualifications:

Must have transportation

Must hold Junior or Senior status

Knowledge of Windows, Word Perfect, excel and computer skills