

CUSTOMER SERVICE REPRESENTATIVE

This is an exceptional opportunity for an experienced, upbeat, high-energy Customer Service Representative.

BRILLIANT ENERGY LLC is a Retail Electricity Provider located in West Houston and is seeking a Customer Service Representatives to join our energetic team. In this role, representatives will provide to their new and existing customers, exceptional customer service as well as provide their customers with information on how they might further benefit from their products and services.

A positive attitude, punctuality, and a strong commitment to meet deadlines in a dynamic team environment are required.

Successful candidate must meet the following requirements:

- Minimum 1 year of customer service experience.
- Experience with handling customer service inquiries within a call center, preferred.
- High School Diploma.
- Basic knowledge of MS Office (Word, Excel, PowerPoint and Outlook).
- Exceptional verbal and written communication skills in both English and Spanish, preferred.
- Good interpersonal skills.
- Good problem solving and decision making skills.
- Good time management and organization skills.
- Ability to multi task and prioritize.
- Ability to handle customers in a calm, courteous and professional manner.
- Must be flexible to work overtime based on business needs.
- Proven stability through work history and references.
- A positive attitude with the ability to work well with all types of personalities.

Qualified individuals are encouraged to apply, send resume in word format via e-mail to customerservice@brilliantenergyllc.com or fax to 713-789-8806. Please include your salary requirements in the body of your e-mail or fax.