

Recruitment Event

Matrix Medical Network

Date:

July 11 & 25,
2019

Time:

10:00a.m. -
12:00p.m.

Location:

CareerSource
Pinellas center on
Gulf to Bay

2312 Gulf to Bay
Boulevard

Clearwater,
Florida 33765

**Now
Hiring!**

Contact Center Representative - 10955285

Must have the following in order to apply:

- High School Diploma, GED, or determination of an equivalent communication competencies.
- Experience in a metrics driven, performance environment
- Verbal and written communication skills; telephone skills
- Must speak, read and write English
- Data entry skills and proven ability to navigate multiple computer screens while conducting a customer call
- Ability to work independently with minimal supervision
- Ability to work flexible schedule and extended hours; as needed

Preferred Skills: Basic to intermediate skills with MS Office (Word, Excel, PowerPoint); Customer services experience in retail, hospitality, sales, or in a call center environment; 6 - 12 months outbound call center experience; 6 - 12 months sales or soft sales experience

Job Description: The main responsibility of this position is to conduct outbound calls to health plan members and schedule/secure in-home visits.

Days & Hours: Full Time position; 40 hours per week; 1st and 2nd shifts available.

Pay: \$13.50 per hour plus production-based incentives; Depends on experience.

Please ensure that you are registered in Employ Florida (www.employflorida.com) prior to interviewing with event employers, and preregister online at <https://www.careersourcepinellas.com/events>.