



**Position:** **Customer Service Advisor**

**Position Type:** **Full & Part-Time Available**

**Job Description:**

- Perform vehicle maintenance services on customers' vehicles
- Handle customer questions, concerns and/or complaints
- Review service reports and prioritize service recommendations
- Record and update vehicle records accurately
- Clearly communicate the maintenance needs of our customers to your team
- Non-commission

**What We Need:**

- Automotive experience not required, as training will be provided. However, a general understanding of vehicles is beneficial.
- Must be accustomed to a fast-paced environment
- Must have exemplary communication skills
- Must have a high degree of integrity
- Must be personable
- A second language is an asset
- Must be able to deal with extreme heat and cold temperatures
- Must be able to lift weights of up to 50 lbs repeatedly

**What You'll Get:**

- Competitive Wages
- On-site Training
- Flexible Hours
- Supplied Uniforms & Equipment

**To Apply:** Please apply online by visiting your local Jiffy Lube® Ontario website.