**Position Description**

**Customer Service Representative for Sticker Sales (Seasonal)**

**Job Description**

This position is responsible for providing public service in the sale of Transfer Station access and beach stickers, processing in-person and mail-in applications, collecting payments and reporting as required, and other related work as necessary.

**Requirements**

* High school degree
* Effective written and oral communication skills, including the ability to read.
* Ability to work effectively independently as well as in a team environment.
* Good computer skills with ability to learn new programs.
* Experience in an office setting.
* Experience in working with the public.
* Accurate cash handling experience is required, prior cashier or accounting experience preferred.

**Software Knowledge**

* Microsoft Windows

**Salary**

This position pays $17.78-$22.61 hourly.

**Hours**

This is an approximately 30 hour/week seasonal position with hours of 9:00 am – 4:00 p.m. from June 12, 2024, to July 24, 2024. Availability to work weekends is required. Hours and dates are approximate.