

JOB POSTING DETAILS

Employer	Christie's Camper Sales Limited (Christie's RV)	Job Type	RI
Job Title	Service Writer	Duration	Full Time
Job ID	11428	Location	Sault Ste. Marie
Date Posted	September 13, 2021	Closing Date	September 27, 2021

Job Overview - Description & Duties

Come work as an important and vital member of our growing business that offers great benefits with opportunities to learn alongside accomplished co-workers.

Christie's RV has been providing outdoor adventures for over 45 years. We are the leader in the Recreational Vehicle industry in the Algoma region. We're known for the great care we take with clients and employees alike by treating them like family. We strive to maintain a family of employees who will look after our family of RV owners in a manner that is fair and honest for all. We believe in work-life balance and value trust, teamwork, quality, and success.

The Position

We're looking for a Service Writer to join our Service team. The successful candidate will be self motivated with the drive to increase service sales by providing exceptional customer service. The candidate will also be required to work in a fast-paced, team environment. RV industry experience is definitely an asset.

- Competitive salary - based on skills and experience.
- Available benefits programs - health, RRSP and tax-free savings.
- Profit share program.
- Opportunities for on-the-job training.
- Flexible vacation schedule.

Responsibilities

- Building accurate work orders with accurate notes for RV technicians.
- Will be required to schedule jobs with the shop foreman.
- Managing open work order lists to ensure there is no past due work orders.
- Maintaining great relationships with existing customers and building rapport with new customers.
- Learning RV specific parts and being able to assist customers in store when needed.
- Will be required to operate a point of sale system to build work orders and take payments.
- Past RV experience would be considered an asset

Required Skills

- Relevant work experience (but not necessary).
- A high level of attention to detail.
- Ability to work effectively within a team and independently.
- Able to operate in a fast paced environment and have the ability to multitask.
- Excellent verbal and written communication skills.
- Charismatic personality with a professional appearance.
- A commitment to excellent customer service.
- Experience using computers for a variety of tasks.
- Must have a valid driver's license and ability to travel;

Other Requirements

COVID-19 Precautions

- Personal protective equipment provided or required
- Social distancing guidelines in place
- Sanitizing, disinfecting, or cleaning procedures in place

How to Apply

If you are highly motivated and driven by a strong desire to succeed, a team player and a self-starter with an outgoing positive attitude, we would love to hear from you!

Please consider bringing in a resume and speaking with Marty or Sam between 9:00am - 3:00pm, Monday to Friday at 9 Trout Lake Road, Aweres Township, Sault Ste. Marie, ON.

All applicants **MUST** apply in person to be considered!

Christie's RV values diversity and is an equal opportunity employer. Christie's RV is committed to providing employment accommodation in accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act. If you require an accommodation to apply or if selected to participate in an assessment process, please advise Christie's RV.