



## **Job Announcement**

**Position:** Juneau Customer Service Agent (Cargo), Full-time and Part-time, Seasonal

**Compensation:** Wage will vary based on experience, starting at \$16 per hour

**Job Summary:** Our Cargo Customer Service team is responsible for ensuring the highest standard of safety and customer service in the communities we serve. Duties include, but are not limited to, greeting and assisting customers in a prompt, friendly and courteous manner; answering cargo inquiries; and providing assistance in processing cargo and HAZMAT shipments. Employees are expected to practice safety conscious behaviors in all operational processes and procedures and present a professional and positive image of Alaska Seaplanes.

**Schedule:** Up to 40 hours/week - 8-hour shifts vary, starting as early as 6:30AM or ending as late as 6:30PM

### **Benefits:**

- 401k retirement plan with generous company match
- Flight/freight benefits with Alaska Seaplanes
- Reciprocal benefits with several local vendors

### **Required Experience & Skills:**

- Must be 18 years of age
- Must be able to proficiently use a computer and Takeflite reservation system
- Must be able to work in a fast-paced environment
- Must be able to communicate clearly and effectively
- Must be punctual
- Must be able to lift 60lbs routinely and safely
- Must be a United States citizen or provide proof of right to work in the U.S.
- Must possess the ability to fluently read, write, speak and understand English
- Must be a team player

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