

## OGIO International Job Posting

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OGIO International, a leader in sports bag technology is looking for an energetic individual who wants to make a difference and be apart of our Customer Service team. Come work for a strong brand supporting the action sports industry by being involved in Motocross, Skate, Snow and Golf.

**Position:                   Customer Service Representative**

Customer Service Representatives support an assigned territory and develop professional relationships with clients and sales staff. Must be accurate, knowledgeable, responsive and personable. Follow established process as well as help improve and change business procedures to provide efficient world class satisfaction and service. This position is full time and benefits are included.

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Responsibilities:

- Enters orders in an accurate and timely manner.
- Answers phone calls and respond to emails from clients
- Handles special orders (embroidered, screen prints, etc.)
- Develop extensive product knowledge
- Coordinates backorders
- Provides pricing and freight quotes
- Issue Return Authorizations
- Support team sales objectives through written and verbal communications, assisting sales manager in meeting objectives.

Qualifications

- One year experience in a service environment
- 2 years of college; degree preferred
- Excellent verbal and written communication skills
- Type 30 – 40 wpm
- Computer skills (Microsoft Office, ordering systems, ORACLE preferred)
- Creative
- Team player
- Dependable

Compensation includes competitive wages, standard OGIO Benefits include, and may be subject to waiting periods: Medical/Dental/Life Insurance; Long Term and Short Term Disability; 401 (k) Retirement Savings Plan with Employer Paid Match, Paid Time Off; Flexible Spending Accounts, Employee Assistance Program; more. Position is Monday- Friday, 8:00 a.m. – 5:00 p.m.

[Click here for Ogio Job Application](#)

Please submit completed application for employment and resume with “**Customer Service Representative**” in the subject line. Applications can be submitted; via email [jobs@ogio.com](mailto:jobs@ogio.com), via facsimile (801) 545-8514 or via mail (14926 S Pony Express Rd, Bluffdale, UT 84065). If the job is not referenced, your information may not be included in the review of candidates for this position.

OGIO International is an Equal Employment Opportunity employer. We do not discriminate with regard to race, sex, religion, color, national origin, citizenship, disability, age, parental status, sexual orientation, military status, military discharge status or marital status in regard to any employment decision including, but not limited to hiring. We are committed to providing reasonable accommodations to all qualified individuals with disabilities.