



## JOB OPPORTUNITY

For over 30 years, the NEAS Group has been on a mission to provide a reliable marine transportation service, containers, packaging, and project planning assistance across Canada, including the remote regions of the Eastern and Western Arctic.

### **JOB OPENING: COORDINATOR SALES AND CUSTOMER SERVICE**

**Report to:** Vice President, sales & marketing

**Statut :** Permanent, Full-time

**Location:** Montreal, QC

#### **Position Objectives:**

- Respond to the needs of our existing clientele and track cargo to the Canadian Arctic communities, while respecting deadlines;
- Communicate professionally via telephone and email with the customers to maintain the business relationship, and attend sales meetings;
- Communicate and work closely with the operations team to implement complex logistics solutions for our customers.

#### **Qualifications:**

- The ideal candidate has a desire to deepen their knowledge of the Canadian Arctic and the maritime domain;
- Concern for customer service;
- Enjoy working in a team;
- Master the Microsoft Office Suite;
- Excellent communication skills in French and English (oral and written);
- Hold a mandatory vaccination passport (Federal Company)

#### **Benefits:**

- Full benefits
- Group insurance program
- Pension Fund Scheme
- Employee and Family Assistance Program
- Appointment by medical teleconsultation
- Possibility of teleworking
- Up to \$350 annually for the reimbursement of physical activities
- Professional development program and training available
- Annual Costco Card
- Public transport and on-site parking paid by the employer

