



For nearly 30 years, the NEAS Group, under the leadership of Transport Nanuk, has distinguished itself and contributed positively to the sustainable economic development of populations and communities in the far North. We offer distinctive maritime services, relying on modern vessels, the best cargo service offerings, and our 250 highly skilled, professional employees who are committed to customer satisfaction.

Sales & Customer Service Coordinator

Under the authority of the Vice President of Sales & Marketing, you will be an indispensable asset to the team. Your role will involve managing customer interactions and maintaining high standards of service and customer satisfaction.

Your main responsibilities will include:

- Responding to the needs of our existing clientele and tracking shipments to Canadian Arctic communities, ensuring deadlines are met;
- Working closely with the sales, marketing, and production departments to ensure consistent problem resolution;
- Communicating and collaborating closely with the operations team to implement complex logistical solutions for our clients;
- Identifying trends and recurring issues faced by customers;
- Professionally communicating by phone and email with clients to maintain business relationships and participate in sales meetings;
- Other related tasks.

Qualifications:

- College degree (DEC) in business administration, management, commerce, communication, or a related field;
- Excellent communication skills in French and English (both oral and written);
- Strong customer service orientation;
- Enjoy working as part of a team;
- Proficient in Microsoft Office Suite.

Interested candidates can send their CV to: crichard@neas.ca before March 7, 2025.