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## Employer Fill-in Form

# HPBA Job Bank

Job Title: <b>Customer Service Representative</b>	
Company: <b>eFireplaceStore.com</b>	
Location: <b>Memphis, TN</b>	
Job Start/End Date:	Job Classification: <input type="checkbox"/> Part Time <input checked="" type="checkbox"/> Full Time
Hours/Week: <b>Monday – Friday 8:30am- 5:30pm</b>	Salary Range/Hourly Rate: <b>TBD</b>
Education:	
Required Degree/Formal Training:	
Required Licenses/Certificates:	
Experience: <b>Basic computer skills are required and previous Customer Service or Fireplace Sales experience is preferred.</b>	
Company email: <b>chrism@eFireplaceStore.com</b>	Company website: <b>www.eFireplaceStore.com</b>
Company Contact: <b>Chris Mayatte</b>	Company phone: <b>(901)786-6863</b> Company fax:
Additional Information: <b>We are a high volume, rapidly growing internet retail business and looking to add an employee for our online fireplace store. We sell all things fireplace from fireplace inserts to chimney pipes. We would like someone that has had experience in the fireplace industry that can ultimately be one of our in house specialist to help customers with their questions before making a purchase. This is a long term job with great advancement potential. We experience high volume phone calls from customers about product questions.</b>	

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