



Great Inside Sales Opportunity!

Telephone Assessment Representative – Full Time

Are you a compassionate, motivated, sales-oriented person? Do you enjoy working with Seniors and their families? Do you want to be a part of an exciting, locally-owned, growing business?

Seniorcorp is seeking to fill our Telephone Assessment Representative position immediately. The primary responsibility is to handle all incoming calls, web inquiries and emails from prospective clients interested in Seniorcorp's services, understand clients' needs, discuss Seniorcorp's services, and schedule appointments for in-home assessments with the client. Inquiries and appointments are logged in our scheduling system and tracked for future follow-up.

The Telephone Assessment Representative works closely with our Clinical and Regional Scheduling teams to ensure cases are opened promptly and to manage ongoing staffing needs for new clients. This position is also an important part of our Marketing Team which meets regularly to review the status of recent inquiries and assess the effectiveness of our marketing efforts.

Requirements include excellent oral communication skills, strong written communication skills, strong listening and problem solving skills, intermediate computer skills including Microsoft office, and the ability to work effectively across teams.

Experience requirements include a minimum of two years customer service and administrative responsibilities; Sales experience is a significant plus. Competitive salary and benefits are offered including healthcare and 401k.

Come to our

Open House on Friday, February 24th from 11:00am to 2:30pm

at the Seniorcorp office: 240 Clearfield Ave, Suite 300, Virginia Beach, VA 23462.

Meet our staff and learn more about the Telephone Assessment Representative position.

Call Cindy Crider – 905-6261 – for more information.

Email resume/info/inquiry to: cindy.crider@seniorcorp.com

Join our team of more than 300 employees for this exciting career opportunity.

Seniorcorp is rated A+ by the Better Business Bureau

Seniorcorp is an Equal Opportunity Employer

[Click here for a map to our location.](#)

240 Clearfield Ave, Suite 300, Virginia Beach VA 23462 - - - (757) 640-0557