

## - Customer Relations Specialist -

Medwing is a quickly growing, Austin-based online retail company with over 30 individual websites, each focused on just one brand. Our team includes customer service, warehousing, marketing, administration, and development. Medwing was founded in 2002, made Inc. 500's Fastest Growing Private Companies in America list by 2007, and was recently recognized by Austin Business Journal as one of the top 10 small companies to work for in Central Texas. We're people-focused and fun. And we have a fully stocked snack fridge!

We are currently in the market for a great Customer Relations Specialist to join our team of fun professionals. Thanks to your expert product knowledge, interactions with our customers, and commitment to your customer service team, Medwing is able to provide the world's best service to every customer that contacts us online or by phone. Every one of your customer interaction begins with an amazingly fast response time and an authentic concern for and connection with our customers. What an amazing ability you have to recall or research any detail for any of our products in just six months! You produce solutions and thrilling online experiences that result in customers who want to shop with us again and would recommend Medwing to their friends. This must be because you were the ideal team player who is incredibly friendly, passionate, and genuine, with fine attention to detail, strong customer relations skills, and enjoys working in a team environment.

### Job Skill Requirements

- Strong verbal and written communication skills
- Prefer 3-5 years Customer Service experience
- Able to prioritize and multitask effectively
- Proactive effort to expand knowledge and abilities

### Desired Characteristics

- Able to take constructive instruction in a positive way
- Willing to express opinions openly and respectfully
- Experience and good judgment to plan and accomplish goals
- Truthful, genuine, supportive team player
- Quick learner, dedicated, and well organized

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**If accomplishing all this excites you**, please submit a cover letter including salary requirements and your resume to: [careers@medwing.com](mailto:careers@medwing.com)

For additional information about our company's history, what we do, and the manufacturers we represent, visit [www.medwing.us](http://www.medwing.us).

As a rapidly growing company, we have a lot to offer in addition to "normal" benefits. We offer significant profit sharing and a unique environment – even our visiting children consider our workplace fun and cool! We are an open-book, open management company where everyone knows all elements of our business and everyone makes significant contributions toward creating our future.

(Normal benefits include: Group health plan \* Paid vacation, holidays & sick leave \* Casual work environment \* Covered garage parking \* Product discounts.)