

SERVICE CENTER UTILITY TECHNICIAN

Nilfisk-Advance, Inc., the world's premier manufacturer of professional cleaning equipment, is seeking an entry level Service Center Utility Technician to join our team of dedicated employees at our Service Center in the Chicago area. Individual is responsible for:

- Assisting in the daily operation of the Chicago Service Center.
- Communicate on a daily basis with service technicians, customers and company sales representatives.
- Inventory control in warehouse and service vans, (Stock Transfers, Receiving, Cycle Counting, etc.)
- Fill in for technician absence and service overflow. Machine pickup and delivery.
- Customer phone inquiries.
- Assist technicians with parts look up.
- Maintain cleanliness of warehouse and office
- Prep Demo and Rental equipment.
- Other duties as assigned.

QUALIFICATIONS:

- High school diploma.
- One year related experience and/or training; or equivalent combination of education and experience.
- Must be able to interact with other departments and communicate effectively inside and outside of the company.
- Must have good working knowledge of computer including: order entry, order status, stock status, list price, cross references, serial number inquiries, hold codes, document printing and sales ledger. Knowledge of BAAN/LN a plus.
- Must be able to handle all types of stressful situations.
- Must be assertive in telecommunications.
- Must be able to handle customers in a friendly and professional manner.
- Must stay current on equipment product knowledge, including product names by family, product, item numbering scheme.
- Intermediate knowledge of Word and Excel
- Demonstrated problem solving skills.
- Must have a valid Driver's License with a clear MVR
- Must be a US Citizen or hold Permanent Residency as we are unable to sponsor candidates.

In order to be considered a qualified applicant, you must meet all of the above requirements. We offer an excellent benefit package and starting salary of \$15 to \$17

hour. Local candidates (no relocation available) who meet those qualifications should submit a resume including a cover letter with salary requirements to:

USCareers@Nilfisk-Advance.com

EEO/AA/M/F/D/V

NO AGENCIES PLEASE