

CUSTOMER SERVICE

Farmers Insurance - Nicole Henkens – Torrance. \$32,000 - \$37,000/yr. Meet new business production goals and objectives as established. Develop insurance quotes, makes sales presentations, and closes sales. Develop ongoing networking relationships with Real Estate Agents, Mortgage Lenders, Title Companies, Auto Dealers, etc. Process customer policy change requests. Immediately greet all customers, entering the office, in a friendly and helpful manner.

Take premium payments from customers. Return all phone messages promptly. Provide exceptional customer service. Foster strong relationships with our customers to maintain a high level of client retention and product loyalty. Possess a genuine willingness to learn, be intuitive and resourceful and be coachable. Proficiency to multi-task, follow-thru and follow-up. Excellent

Communication/interpersonal skills. A Property & Casualty license is preferred but will train good individual. A terrific presenter and communicator, and a barracuda closer. Professional phone etiquette. Career minded vision. Works well with other employees and is a team player with a positive attitude. Ability to obtain or possess an active Life & Health Insurance license.

Be equipped with great listening and closing skills.

<https://dashboard.idealtraits.com/career/Farmers-Insurance---Nicole-Henkens/15717666494IND>

PART-TIME RESIDENT MANAGER - Redondo Beach

Pan American Properties - Redondo Beach. Part-time. Resident Manager for 16 units in Redondo Beach! Base hourly rate - \$15.00 per hour; up to 48 hours per month. You'll be moving into a 2 bedroom 2 bath apartment; washer/dryer, garage. You also receive a partial rent credit of \$965.00 (Manager's rent is \$1930.00 (full market value rent is \$2895) we provide a workstation and all the items needed to effectively manage the property. The ideal applicant must be organized, friendly, reliable, enthusiastic and professional. Experience as an on-site property manager and strong computer skills are required. The primary responsibility of a resident manager is to maximize the income and control the expenses at the apartment community. Assume overall responsibility to manage property so that owner's interests are protected and that the apartment community is clean, friendly, and a comfortable place for people to live. Submitting maintenance requests. Enter into the computer data relative to residents and potential residents as instructed. Prepare, process rental applications, lease packets, renewals and any related forms. Marketing of the apartments to achieve and to maintain high occupancy rate. Enforcement of apartment community rules and regulations. Assist the property supervisor in all areas as requested. Attend company training seminars to improve and enhance skills. Walk entire property to be sure the common areas, landscaping, laundry, pool, etc. (as applicable) are in good, clean condition. Submit three-day notices, and other requested reports on the day designated. Promote resident and public good will and do everything to achieve satisfaction and to retain a good name and reputation for the apartment community and owner

<https://www.indeed.com/viewjob?jk=bf70384b5fc44e4a>

CASHIER

Hawthorne fuel Inc. – Hawthorne. Must be flexible with work schedule, willing to learn, be customer service oriented, have a great attitude, and be able to work with little or no supervision, hardworking, reliable & a team player. One year cashier experience (experience with gas station is a plus). Work on register & cash handling -Assist customers -Maintain a neat & professional appearance -Keep convenience store fully stocked -Cleaning (inside & outside of store.) Operate lottery/lotto terminal -Adhere to all city, county, state & federal tobacco regulations. 21 or older.

<https://www.indeed.com/viewjob?jk=5b46b244bc955563>

ADMINISTRATIVE ASSISTANT TRAINEE

Emergency Services Restoration, Inc. – Hawthorne. F/T \$12 - \$13/hr. This position requires reliable transportation and you will travel 80% of the time around the South Bay/LA area and surrounding territory. The position entails daily local travel within South Bay/LA area and neighboring territories performing client visits, educational meetings, branding, and raising awareness about our service. Good communication skills, outgoing, ability to adapt too many environments and comfort with public speaking both one on one and to small/medium size groups. We start our days early to accommodate our service industry clients.

<https://www.indeed.com/viewjob?jk=11e3e3045bb947d0>

WAREHOUSE ASSOCIATE needed in the South Bay area

Big D Floor Covering Supplies – Torrance. F/T. \$13.25/hr. Labor-intensive position where you will consistently lift items weighing up to 50 pounds or more. Able to handle and maneuver a variety of materials--single items weighing up to 50 lbs. Able to utilize a pallet jack or forklift to move heavy items. (Experience is appreciated, but not necessary. We're willing to train). High School diploma or equivalent. Able to read, write and communicate in English. Legal right or authorization to work in the United States. Verify and pull orders for customer pick-up or delivery. Assist customers with loading vehicles. Receive and stock products delivered to our location. Perform daily maintenance check of forklifts. Overflow duties from the store.

Go to: <https://form.jotform.com/92045985269167/>

<https://www.indeed.com/viewjob?jk=7d0ab27ea3f93fbb>

YARD CLERK

Absolute West Corp. dba Harbor Division – Carson. F/T, 3rd Shift. \$15 - \$16/hr. Responsible for interchanging inbound, outbound containers and chassis. Provide customer, and truck driver support while taking direction from manager to follow Company policies, and Standard Operating Procedures (SOP). Data entry, Manage the flow of customer emails. Take notes and exceptions of containers and chassis entering the yard for damage. Perform periodic yard walks (every thirty minutes). Monitor CCTV. Maintain yard and working environment for cleanliness and overall safety. High school diploma or equivalent. Relevant experience preferred but not required. Strong communication skills. Proficient in Microsoft Outlook.

<https://www.indeed.com/viewjob?jk=57d16272000b46d0>