



Customer Service / Project Manager

The ideal candidate is bright, energetic, positive attitude, customer-focused, and self-motivated. The individual must possess a professional attitude, be results-oriented, and demonstrate excellent communication skills.

Key Tasks & Responsibilities

Work with our client base supporting the order entry and management of lighting and control projects. There is a significant amount of computer work and data entry. Communicating with distributors and contractors, sales personnel and others. This position is in San Antonio, TX.

Desired Qualifications

- Computer skills with multiple Microsoft Office based programs
- Typing skills are a necessity
- Highly organized and able to function in a fast-paced work environment
- Highly sociable personality, work well with others
- Ability to receive direction

Click to send your resume.



Spectrum Lighting

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