

Team Gazelle - Be Your Best



Team Gazelle Customer Service Assistant (Full Time Hourly)

Position Vision

The Team Gazelle Customer Service Assistant works to ensure the highest level of customer care related to club soccer uniform customers as well as administrative support to other members of the club soccer staff at Team Gazelle. This position plays a critical role in maintaining high standards and following established processes with accuracy.

Position Expectations:

Customer Service

- Understand the club soccer uniform order process start to finish
- Respond and resolve customer inquiries via email and phone communication
- Process club uniform returns to assure customer satisfaction and inventory accuracy

Club Soccer Website Assistance

- Assist with updates to customer service related content on our website
- Review credit card payments to assure accuracy and resolve any customer concerns

Club Soccer Sales Set Up

- Assist in preparation and setup of off site sales events and uniform fittings
- Attend sales events and club soccer uniform fittings as scheduled
- Support club soccer sales and operations teams as needed.