



Redefining the Power of People

Office Administrator/Customer Service

PAXX is a growing Industrial distribution company specializing in customer service. We are seeking a full-time Administrative/Customer Service Person.

A minimum 2 year's related experience is required. You MUST be organized, have the ability to multitask, communicate well in English (both verbal and written) and have a good working knowledge of MS office and other software applications. Remuneration is based on experience and ability.

Location: Calgary
Available: Immediately
Posted: 1/18/10

To apply to this position E-mail your resume to resume@paxxindustrial.com or fax to 403-255-3977