

## **Billing CSR**

**Lake Region Electric Cooperative, Inc.** is accepting applications for a Billing CSR.

Computer literacy and 10-key experience is required.

Three years billing experience is required. Must be able to type at least 45 words per minute. Excellent Customer Service and Phone Skills are a must.

Must have experience with various billing software and excel spread sheets.

High school diploma or equivalent required. Valid Oklahoma driver's license required. Must furnish Oklahoma Motor Vehicle Operator Report upon conditional job offer.

All applicants tentatively selected for this position will be required to submit to urinalysis to screen for illegal drug use. Employment will be contingent upon drug test results.

Apply in person at the **Hulbert Office**, (918) 772-2526.

**Applications will be accepted through June 25, 2021.**