

CAREER OPPORTUNITY



CANADIAN NIAGARA POWER INC.

A FORTIS ONTARIO
Company



CUSTOMER SERVICE SUMMER STUDENT

Temporary (4 months)

Looking to make a valuable impact and gain useful office experience over your summer?

Canadian Niagara Power Inc. (CNPI), located in Fort Erie, is looking for a student currently enrolled in a post-secondary Business program to assist and support with ongoing efforts to enroll customers within a new customer self serve portal. The ability to effectively communicate and accomplish a multitude of tasks including posting payments to SAP, processing incoming and preparing outgoing mail as well as scanning / filing documents in an organized manner. The successful candidate will work independently alongside a dynamic team.

This successful candidate will report to the Fort Erie Service Centre, Monday through Friday 8 a.m. to 4:30 p.m., 40 hours per week.

What makes you a successful candidate?

- Pursuing the second, third, or fourth year of full-time post-secondary education in College or University, preferably in a business-related program (a copy of enrollment will be requested)
- Excellent customer service and interpersonal skills
- Proficient in Microsoft Office (Word and Excel)
- Ability to take initiative and work pro-actively with minimal supervision.

Seeking summer employment in a fast-paced environment, while being part of a collaborative and dynamic team? **Apply Now!**

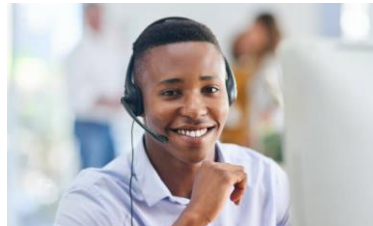
Submit your cover letter and resume in pdf to HR@FortisOntario.com by **April 30, 2021**.

Indicate "CNP-CSR" within the subject line.

Visit www.cnpower.com to learn more.

We thank all respondents, however due to volume we will only contact those selected for an interview.

Canadian Niagara Power Inc. (CNPI) together with FortisOntario, is committed to nurturing a positive, professional, and equal opportunity workforce. In accordance with the Ontario Human Rights Code and the Accessibility for Ontarians with Disabilities Act, we are equipped to accommodate individual needs identified to us throughout our hiring process.



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Algoma Power Inc. Eastern Ontario Power
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