

Customer Service Representative. Custer Public Power District is seeking a full-time Customer Service Representative to serve as the primary point of contact for our customers. This position provides exceptional customer service by assisting customers with billing questions, account inquiries, service requests, and outage communications while serving as the communication link between customers and field personnel.

The selected candidate will also be responsible for utility billing, processing customer payments, preparing deposits, creating service orders, and supporting miscellaneous accounts receivable functions. Strong communication, organizational, and problem-solving skills are essential, along with the ability to provide accurate and timely service in a fast-paced office environment.

Qualified applicants must have a high school diploma or GED. A background in business or accounting is preferred, and a bachelor's degree is desirable. This position participates in an on-call rotation and requires residency within a 30-minute response time of Broken Bow.

Applications will be accepted until the position has been filled. A complete job description is available upon request.

To apply, please submit a cover letter, resume, references, and at least one letter of recommendation to Katie Fick by email at kfick@custerpower.com, dropping off at 625 East South E St in Broken Bow, or by mailing to PO Box 10, Broken Bow, NE 68822.