

**Spare Leash**

[www.spareleash.com](http://www.spareleash.com)

**Position: Customer Service Representative**

**Description of Role**

Spare Leash is looking for a customer service representative to help assist our customer service team. This person will be assisting in the day-to-day bookings for pet owners and also help assisting pet sitters.

**Qualifications**

* Must have previous customer service experience
* Highly organized
* Write in English & Chinese
* Great communication skills
* Can manage stressful situations
* Pet Knowledge is a plus

**Language**

* Fluent English & Chinese

**Additional Information**

* Location: Jingan Temple, Shanghai
* Part time & full time positions available
* Hours per week: 25/40 hours a week
* Start Date: Early October
* Minimum duration: 3 months
* Job compensation: 100RMB /per day

**Apply**

* Resume & a little bit about yourself and why you think you would be a good fit for this position