

Customer Service

Career Exploration

What is customer service?



Customer service is delivering proactive* and immediate support to customers anytime in the correspondence of their choice — phone, email, text, chat, and more. Almost every job requires customer service. Some jobs that depend heavily upon, or require, good customer service would be: Waitresses/stresses, Fast Food workers, Cashiers, bank tellers, Flight attendants, Hotel concierge, receptionists, front desk workers, and greeters, just to name a few.

Why is customer service important?

Customer service is important because it is the relationship between the company, and the customer.

Customers will continue to patronize* establishments they are treated well at. People like to be treated with well and spoken to with respect. Customers, or patrons, often leave reviews of the establishments they have visited. The customer service they received is often the biggest complaint or biggest compliment they will give.

Often, establishments follow "the customer is always right" motto*. This keeps the employees focused on customer satisfaction, and providing the best possible outcome for the customer.

Difficult Customers

Sometimes, working with the public means that occasionally you will encounter people who are unhappy with their service, or are difficult to please. The best thing to do in these situations, is to remain calm, and try to offer solutions that you are able to provide, and are in your range of ability.

If the problem is not something you can fix, or seems urgent (such as an incident report, or a refund) you should always bring your manager or supervisor into the conversation. Your supervisor will have the ability to find a solution, as they have encountered things like this before.

Questions

1. What is customer service?
2. What are ~~few~~ jobs that require customer service skills?
3. Why is customer service important?
4. What is a common motto that establishments may follow?
5. What should you do if you encounter a difficult customer?
6. If you cannot fix a problem for a customer what should you do?

Reading Comprehension Tips Customer Service

Miriam Myers



Reading Comprehension Tips Customer Service:

Standards-Based Comprehension Strategies and Skills Guide Miriam Myers,2006-03-13 This series ensures that students learn necessary reading skills by offering a variety of texts combined with targeted lessons to practice and reinforce comprehension and fluency The fiction and nonfiction passages prepare students for the type of reading found on most standardized tests **Resources in Education** ,1998 **The Complete Directory for People with Learning**

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ROM disc in pocket **North star** Laurie Betta,Caroline Linse,1999-09-17 **Complete Learning Disabilities Directory 2010** Laura Mars-Proietti,Richard Gottlieb,2009 This is the most comprehensive directory of Programs Services Curriculum Materials Professional Meetings Resources Camps Newsletters and Support Groups for teachers students and families concerned with learning disabilities This edition is distinguished by its recognition by the National Center for Learning Disabilities as well as a Glossary of Terms This information packed directory includes information about Associations Organizations Schools Colleges Testing Materials Government Agencies Legal Resources and much more For quick easy access to information this directory contains three indexes Entry Name Index Subject Index and Geographic Index With every passing year the field of learning disabilities attracts more attention and the network of caring committed and knowledgeable professionals grows every day This directory is an invaluable research tool for these parents students and professionals

Restructuring Laurie Jo Bassi,Scott Cheney,1996 **Educators' Consumer Guide to Private Tutoring Services** Edward E. Gordon,1989 This pamphlet provides educators with a consumer s guide to private tutoring services in their communities It includes a history of the tutoring tradition methods used by tutoring services to show student progress procedures for locating a tutor or tutoring service criteria for selecting a tutoring service a checklist for assessing tutoring services suggestions for counseling parents who are considering enrolling their child in a tutoring service and an annotated

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