

Signature Supplements
Customer Care/Natural Health Advisor

Are you passionate about helping others? Are you eager to work with a mentor who will provide you with a significant learning opportunity in a fast growing industry?

Today, more people than ever before are seeking and benefiting from naturopathic medical care. Signature Supplements Inc. is a 100% Canadian owned and operated compounder of natural products and has been an integral aspect of many professional practices since 1998.

We offer professional-only custom compounding, assisting health practitioners, primarily naturopaths, physicians, chiropractors, herbalists, veterinarians and dentists, in designing many different types of supplement solutions for their patients.

The **Customer Care/Natural Health Advisor** ensures our customers receive the high quality service they have been receiving in the past 21 years. They review and explore the customer requests for stock products and custom formulae, communicate with the customer, and make sure the product is prepared accurately and shipped on time.

You will be successful in this position if you have:

- an undergraduate degree in science from a recognized educational institution, or an equivalent combination of education and experience is preferred;
- a high level of knowledge and expertise in naturopathic ingredients/formulae and services as typically demonstrated as a graduate of naturopathic medicine program from a recognized educational institution, or an equivalent combination of education and experience;
- demonstrated commitment to the naturopathic philosophy; and
- five years' experience in a business or clinical environment, preferably one that involved interacting with customers on a one to one basis, is preferred.

You will also need a moderate level of proficiency in researching; an intermediate level of proficiency in computers, MS Office applications, QuickBooks as a database; and the ability to enter data into database and respond to emails with speed and accuracy using a high level of proficiency with writing in English and numeracy.

Please send your resume to diane@dianewooden.com Hearing from you by midnight **Dec 6, 2019** would be much appreciated.