



## **Position Title:** Processing Specialist

### **Position Type**

Full Time

### **Work Authorization**

U.S Citizen or U.S. National, Permanent U.S. Resident

### **Description**

We are looking for highly motivated individuals who are committed to the success of the team. Individuals who can deliver a consistently high level of customer-satisfying products and services. People who want to join a progressive company that develops its people through challenges and promotions.

Qualifications:

- Applicant must administrative as well as cash handling experience.
- Should have great attention to detail and be organized.
- Ability to manage time effectively and prioritize tasks.
- Able to multitask and work in fast paced environment.
- Applicant should possess basic knowledge of Microsoft Office (Word, Excel, Outlook).

### **Location**

Miami, FL

### **Desired Major(s)**

Business Degree (Preferred)

### **Salary Level / Compensation Type**

\$18.50 (depending on experience)/hourly

### **How To Apply**

Email your resume (PDF or Word Document) to [Recruitment@cxifx.com](mailto:Recruitment@cxifx.com)

