

**Position:** Machine Installation Coordinator

**Location:** Caledon, ON

**Wage:** \$47,000/yr

**Description...**

Mon to Fri 8.30 to 4.30 pm + some OT

Salary \$47K + Benefits

Coordinate Installations and Service schedule throughout North America sites.

Min 3 years of similar experience

Constant use of Excel and SAP

Manage all enquiries from clients in USA and Mexico

Communicate with Field Technicians, Sales, and Head Office Manager

Manage Work Orders, Billing, and Collections