



CALL FOR APPLICATIONS

APPOINTMENT COORDINATORS

OUR TEAM

TeamNutrition provides private practice nutrition counselling services for a diverse clientele in paramedical facilities and medical clinics.

We are looking for candidates who thrive on new challenges, are driven by progress and self-improvement, and are eager to invest in a dynamic company with multiple opportunities.

ROLES & RESPONSIBILITIES

- Receive and follow up on calls
- Answer client questions/requests
- Schedule appointments for nutritionists
- Promote and sell our services
- Respond to emails from clients, nutritionists, partners, and colleagues
- Complete related tasks (if applicable)

REQUIREMENTS

- Bachelor's student in nutrition
- Committed to providing high-quality customer service
- Independent, well-organized, and responsible
- Strong communication skills in French and English
- Experience in sales or customer service
- Proficient in Google Suite (Gmail, Calendar, Docs, Sheets)

JOB BENEFITS

- No commuting, work from home
- Flexible schedule
- Be part of a team of nutritionists and gain firsthand experience in private practice
- Access to all continuing education training
- And much more!

FLEXIBLE SCHEDULE BETWEEN 6 TO 15 HOURS PER WEEK

To join our team, please send your CV by email to the attention of:

Rose Paquette-
rpaquette@equipenutrition.ca

Alexandra Lancup-Gauthier -
alancupgauthier@equipenutrition.ca

