

## **Sample Call Center Script: Substitute Teacher Call In Line**

**Steve**

Hello?

**Paul**

Hi. Is Steven Davis available?

**Steve**

This is he.

**Paul**

Hi Steve. It's Paul at the answering service for Upper Chester school district.

**Steve**

Oh, good morning.

**Paul**

Good morning. Mr. Murray from the Social Studies department at the high school just called out sick and you're first on the list as a substitute. Are you available to work today?

**Steve**

Yes I am. I'm totally wide open.

**Paul**

Okay, great. The day starts at 7:45a.m.

**Steve**

Oh, yeah. Absolutely. I've subbed there quite a bit.

**Paul**

Alright, wonderful. So I'll mark you down as covering for Mr. Murray.

**Steve**

Yes. Thank you very much for the call.

**Paul**

Sure. Thank you.

**Steve**

Goodbye.

**Paul**

Goodbye.

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