

BRIGHT ELEVATION

<https://brightelevation.in/index.php/job/customer-care-executive/>

Customer Care Executive

Description

Answer any questions the customer may have about available products and services
Establish new customer accounts, recording account information on written forms or digitally
Listen to customer concerns and complaints with the goal of identifying the causes of the problem
Select appropriate responses to customer issues and work quickly to resolve them
Refer advanced cases to management for resolution, providing background information as necessary

Responsibilities

Call center or customer service experience preferred
Freshers can apply
Should Have fluent English
Should have good communication skill
Excellent listening skills and an empathetic voice and manner
Dedication to customer satisfaction
Ability to thrive in fast-paced environment, multitasking while keeping focus on the customer
Familiarity with all of the goods and services offered by the company
Maintain and regularly update financial account information using computer software programs
Anticipate customer needs, following up with previous customers to offer reorders or additional services

Qualifications

Higher Secondary(12th Pass)

Job Benefits

Incentive Bonus

Employment Type

Full-time

Industry

Customer Service

Job Location

New Delhi, 110049, Delhi, India

Working Hours

8 Hours

Base Salary

INR 13000 - INR 18000

Date posted

October 7, 2022