

We are hiring

Customer Care Officers to a newly established company

General responsibilities

- Ability to understand and converse well with customers.
- Should responsible to maintain the particular customers which will be given to you.
- Identify customer needs, clarify information, research every issue and provide solutions and alternatives.
- Responsible for maintaining a positive, empathetic, and professional attitude toward customers at all times.
- Keeping records of customer interactions, transactions, comments and complaints.

Requirements and skills

- High school diploma, degree or equivalent (School leavers are also encouraged to apply).
- Developing and maintaining customers to promote the business through attractive ways.
- Strong phone and verbal communication skills along with active listening.
- Customer focus and adaptability to different personality types.
- Should possess excellent communication and interpersonal skills.

Salary will be depending on experience and your qualifications (Between 35k – 70k)

Please send your CV along with two non-related referees to tsewwandil0@gmail.com within 7 days of the advertisement. Applicant should indicate the position applied for on the subject line of the e-mail.

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