

https://bestjob.jobsareahub.com/job/bank-of-baroda-recruitment-2023-2years-experience-required-front-office-coordinator-post/

Bank Of Baroda Recruitment 2023 – 2+Years Experience Required – Front Office Coordinator Post

Job Location

India
Remote work from: India

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Base Salary

Rs. 25,000 - Rs. 30,000

Qualifications

Graduate.

Employment Type

Full-time

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Description

Bank Of Baroda Recruitment 2023

The Front Office Coordinator will be responsible for the coordination and operation of the front office. This includes creating and managing work schedules, providing customer service, and handling incoming and outgoing communication.

Bank Of Baroda Jobs Near Me

Qualifications:

Proven experience as a front office coordinator or in a similar role

- Excellent organizational skills
- Strong communication and interpersonal skills
- Good knowledge of customer service procedures

Hiring organization

Bank Of Baroda

Date posted

March 30, 2023

Valid through

31.12.2025

APPLY NOW

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Bank Of Baroda Jobs For Freshers

The ideal candidate will also be skilled in A/B testing and statistical analysis, and will be able to use data to improve customer experience metrics.

Responsibilities:

Coordinate work schedules

– Provide customer service

Handle communication (incoming and outgoing)

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