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Flipkart Careers 2023 - 2+Years Experience Required - Front Office Executive Post

Hiring organization
Flipkart

Job Location

India
Remote work from: India

Date posted
March 30, 2023

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Valid through
31.12.2025

Base Salary

Rs. 22,000 - Rs. 30,000

APPLY NOW

Qualifications

10th/12th, Graduate

Employment Type

Full-time

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Description

Flipkart Recruitment 2023

A front office executive is the vital connection between the company and its clients. The front office executive's responsibilities include creating and transmitting proposals, handling customer complaints and feedback, maintaining customer accounts, and organizing promotional events. A front office executive must be able to provide excellent customer service, be efficient and well-organized, and have a strong knowledge of the company's products and services.

Responsibilities:

- Create and transmit proposals
- Handle customer complaints and feedback
- Maintain customer accounts -
- Organize promotional events

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Qualifications:

-A degree in business administration or a related field -At least 2 years of experience in a customer service or sales role

Important Links

Excellent communication skills

-Strong knowledge of the company's products and services

Find the Link in [Apply Now](#) Button

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