

<https://bestjob.jobsareahub.com/job/paras-pharmaceuticals-ltd-recruitment-2023-2years-experience-required-front-desk-manager-post/>

Paras Pharmaceuticals Ltd Recruitment 2023 – 2+Years Experience Required – Customer Support Analyst 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

Paras Pharmaceuticals Ltd Recruitment 2023

The Front Desk Manager is responsible for the management and daily operations of the front desk. The Front Desk Manager is also responsible for managing the hotel staff, providing excellent customer service to guests, handling complaints, and ensuring the security of the hotel.

Jobs Near Me

Qualifications:

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- Proven experience as a Front Desk Manager or similar role
- Excellent customer service skills
- Strong supervisory skills
- Knowledge of hotel management software • Fluent in English

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Responsibilities:

Hiring organization

Paras Pharmaceuticals Ltd

Date posted

April 7, 2023

Valid through

31.12.2025

APPLY NOW

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1. • Supervising the front desk staff and ensuring that they are providing excellent customer service
 2. • Handling guest complaints and ensuring that they are resolved satisfactorily
 3. • Ensuring that all guests receive prompt, courteous, and efficient service • Investigating any discrepancies in guest accounts
 4. • Coordinating with other departments to ensure that all guests' needs are met
 5. • Maintaining a high level of security at the hotel

Important Links

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