



Customer Care Manager

Location: NORTH & EAST.

Responsibilities:

- Managing the Customers in the branch
- Verification and accepting of customer requests and processing of the same/forwarded to the respective units.
- Handling of mails/couriers.
- Attending all customer queries and resolution of the same.
- Maintenance of undelivered items and ensuring the delivery of the same to respective customers.
- Attending to any other customer queries.

Required Skills:

- Excellent Communication Skills
- Only Fresher required.
- 60% and above in overall academics

Kindly note: We are only looking for Graduates who are either BA, B.Com, BBM, BBA or B.Sc and not required BE, B.Tec, MBA or any other Post Graduate.

To apply to the above position, please return to the 'Careers' page, and send us your detailed resume. Thank you.