

Customer Experience Associates Pune

Description

We are customer engagement specialists who “connect-the-dots” between best-of-breed technology and daily execution of omni-channel programs with the best available people and processes to solve urgent business problems.

Duties and Responsibilities

- Professionally handle incoming customers' inquiries (via phone, chat & email).
- Performs 50% voice and 50% non voice tasks.
- Thoroughly and efficiently gather required customer information
- Research remittance information and updated status of the transaction.
- Review documents shared by customers to match with Internal information.
- Work closely with Partners and other stakeholders to ensure delivery of remittance submitted.
- Meet and exceed company and individual performance metrics.
- Be a reliable and agile resource for customer service.

Responsibilities

Experience and Education:

- Preferably with 1 year customer experience in a financial technology account.
- Customer service experience or call center experience in remittance companies and delivery service business industries is also a plus.
- Multi channel and omni channel experience is also an advantage (voice and non voice experience).
- Completed 3 year Bachelor's College Degree.

Qualifications

Soft Skills

- Good oral and written business English communication skills with emphasis on comprehension, fluency and sentence construction.
- Excellent multi tasking ability and research skills.
- Good customer service orientation.
- Ability to set expectations, deliver and mediate information in a positive way.
- Good attention to details and meticulous attitude.
- Good time management skills.
- Critical thinking and decision-processing skills.

Ability to work in a routinary environment, strong self-discipline, work ethic and resilience.

- Must be willing to work onsite (Kharadi Knowledge Park, MIDC Pune India)
- Must be willing to work in a shifting schedule including weekends and holidays.

Technical Skills

- Typing speed of at least 35 WPM.
- Effective business writing skills.
- Experience in using multiple web tools is a must.
- Good internet and computer navigation skills.

Contacts

talenttide@gmail.com or 8247808400

Hiring organization

Talent Tide

Employment Type

Full-time

Beginning of employment

20-10-2022

Duration of employment

permanent

Industry

ITES

Job Location

Pune, Maharashtra, India

Base Salary

Ind 35000

Date posted

October 6, 2022