https://govhelp.in/job/tcs-recruitment-2023-all-india-jobs-customer-care-executive-post/

TCS Recruitment 2023 – All India Jobs – Customer Care Executive Post

Hiring organization
Tata Consultancy Services

Date posted
May 3, 2023

Valid through
31.12.2025

APPLY NOW

Job Location
India
Remote work from: India

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Base Salary
USD. 15,000 - USD. 23,000

Qualifications
Graduate,

Employment Type
Full-time

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Description

TCS Recruitment 2023

A Customer Care Executive provides remote administrative support to their clients, which can include managing calendars, booking travel, handling correspondence.

TCS Careers

Responsibilities:

- Answer client queries and manage their calendar
- Make travel arrangements and prepare itineraries
- Handle customer service inquiries
- Proofread and edit documents

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TCS Jobs Near Me

Qualifications:

- Strong computer skills
- Ability to work independently and take initiative
- Excellent communication and interpersonal skills
- Detail-oriented and organized

Important Links

Find the Link in Apply Now Button

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