

<https://govhelp.in/job/tcs-recruitment-2023-jobs-near-me-all-india-jobs-free-job-alert-customer-service-representative-post/>

TCS Careers 2023 – Jobs Near Me – All India Jobs – Free Job Alert – Customer Service Representative Post

Job Location

India
Remote work possible

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Base Salary

USD. 15,000 - USD. 22,200

Qualifications

Graduate,

Employment Type

Full-time

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Description

TCS Recruitment 2023

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

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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

Hiring organization

Tata Consultancy Services

Date posted

May 19, 2023

Valid through

31.12.2023

APPLY NOW

Detail oriented and organized

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

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