

Position: Customer Support Executive

Experience: 1 to 4 years

Requirements:

- Proven customer support experience
- Track record of over-achieving calls targets
- Strong phone contact handling skills and active listening
- Familiar with CRM systems and practices
- Customer orientation and ability to adapt/respond to different types of characters
- Excellent communication and presentation skills
- Ability to multi-task, prioritize and manage time effectively
- Graduation with Commerce background preferred.
- Knowledge of Tally Accounting Software would be an added advantage