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Dabur Careers – Private Jobs – Job Change For Collection Agent Post

Hiring organization
Dabur

Job Location

India
Remote work from: IND

Date posted
March 1, 2024

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Valid through
31.08.2024

Base Salary

USD 13 - USD 27

APPLY NOW

Qualifications

10th/12th Passed

Employment Type

Full-time

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Description

Dabur Careers

Dabur, a leading consumer goods company, is seeking a passionate and results-oriented Collection Agent to join our team. In this role, you will play a crucial role in maintaining healthy financial relationships with our customers by ensuring timely collection of payments for our products and services. You will be responsible for communicating effectively with customers, identifying and resolving payment issues, and adhering to all company policies and procedures.

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Dabur Careers

Responsibilities:

- Proactively contact customers with outstanding balances to collect payments.
- Research and understand customer accounts to identify the root cause of payment delays.
- Develop and implement effective communication strategies to collect payments while maintaining positive customer relationships.
- Document all interactions with customers and update account information accurately.
- Adhere to all company collection policies and procedures, ensuring ethical and legal compliance.

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Skills:

- Excellent communication and interpersonal skills, with the ability to build rapport and navigate challenging conversations professionally.
- Strong problem-solving and analytical skills to identify and address customer concerns related to payments.
- Ability to work independently while remaining a team player.
- Excellent organizational skills with a keen eye for detail.
- Proficient in computer skills, including Microsoft Office Suite.

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