

Reliance Industries Recruitment 2023 – All India Jobs – Concierge Post

Hiring organization
Reliance

Job Location

India
Remote work from: India

Date posted
September 1, 2023

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Valid through
31.12.2023

Base Salary

USD 37,000 - USD 50,000

APPLY NOW

Qualifications

High school Diploma

Employment Type

Full-time

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Description

Reliance Industries Recruitment 2023

The Concierge is responsible for providing a high level of personal service to guests, tenants, and employees of Reliance Industries. This includes making reservations, providing information, and arranging transportation. The Concierge must be friendly, helpful, and have a strong attention to detail.

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Reliance Industries Near Me

Responsibilities:

- Answer customer inquiries via phone, email, chat, and social media
- Resolve customer issues in a timely and efficient manner
- Provide product and service information to customers
- Work with other departments to resolve complex customer issues
- Maintain accurate records of customer interactions
- Stay up-to-date on Colgate products and services

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Reliance Industries Careers

Skills:

- Answer customer inquiries via phone, email, chat, and social media
- Resolve customer issues in a timely and efficient manner
- Provide product and service information to customers
- Work with other departments to resolve complex customer issues
- Maintain accurate records of customer interactions

- Stay up-to-date on Colgate products and services

Skills:

- Strong customer service skills
- Excellent communication skills (verbal and written)
- Problem-solving skills
- Ability to work independently and as part of a team
- Ability to work under pressure
- Strong attention to detail

Qualifications:

- High school diploma or equivalent
- 1-2 years of customer service experience
- Proficiency in Microsoft Office Suite
- Bilingual (English/Spanish) a plus

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

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