



<https://jobroll.govhelp.in/job/tata-steel-recruitment-2023-jobs-near-me-concierge-post/>

## Tata Steel Recruitment 2023 – Jobs Near Me – Concierge Post

### Hiring organization

Tata Steel

### Date posted

August 23, 2023

### Valid through

31.12.2023

APPLY NOW

### Job Location

India

Remote work from: India

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### Base Salary

USD 18,000 - USD 25,000

### Qualifications

Graduate

### Employment Type

Full-time

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### Description

## Tata Steel Recruitment 2023

The Concierge is responsible for providing a high level of customer service to guests of Tata Steel. Duties include greeting guests, answering questions, making travel arrangements, and providing other amenities. The Concierge must be able to work independently and as part of a team, and must have excellent communication and customer service skills.

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### Tata Steel Jobs Near Me

#### Responsibilities:

- Greet guests and provide them with a warm and welcoming welcome
- Answer guest questions about the hotel, the surrounding area, and other local points of interest
- Make travel arrangements for guests, such as booking flights, trains, and taxis
- Provide guests with information about local restaurants, shops, and attractions
- Handle guest requests, such as delivering packages or making dinner reservations
- Resolve guest complaints in a timely and professional manner
- Maintain a clean and organized work area

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## Tata Steel Careers

### Skills:

- Excellent communication skills, both written and verbal
- Strong customer service skills
- Ability to work independently and as part of a team
- Ability to handle multiple tasks simultaneously
- Ability to work under pressure
- Proficiency in Microsoft Office Suite
- Bilingualism (English and Hindi) is a plus

### Qualifications:

- High school diploma or equivalent
- 1-2 years of experience in a customer service role

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

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