

HOUSE OF FASHIONS

WE ARE
HIRING

isharaiz

POST OF Customer Care Officer

House of Fashions, South Asia's largest to International Sourcing platform

Handle all essential and Response issues: _____

Follows all communication to of business operation.

• Main Duties: Administers a diverse array of highly challenging and client individuals

- Facilitates correspondence with customer and corporate office operations.
- Answer phone Calls Courteously
- Coordinate Appointments.
- Direct Visitors to related Office Staff.

_____Qualification & Experience:_____

- Experience of 1 Year in similar field.
- CCE O/I with good computer skills.
- Good interpersonal skills and pleasant personality. Fluency in English. Steno and French is a additional advantage.
- Should possess a pleasing personality
- Pleasant and outgoing when dealing with guests.
- Excellent telephone etiquette and PR skills
- Excellent customer service skills.
- Ability to maintain calm poise and persistent positive solutions.
- Organized and detail oriented.
- Ability to connect with Customers and consistently provide positive customer experience.
- Age range : 22 – 35 Years.

Selected candidates will be entitled to an attractive remuneration package with annual bonuses, and a host of other benefits

To apply please send your CV to the following e-mail, indicating the post you have applied in the subject line.

careerhof@gmail.com