

Concierge

Job Location

Ganguly Bagan, 700047, Kolkata, West Bengal, India

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Base Salary

USD 22,000 - USD 26,000

Qualifications

Graduate, 12th

Employment Type

Full-time

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Description

HDFC Bank Recruitment 2023

The Concierge is responsible for providing a high level of customer service to HDFC Bank customers. This includes providing information about products and services, making appointments, and resolving customer issues.

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HDFC Bank Jobs Near Me

Responsibilities:

- Provide excellent customer service to HDFC Bank customers in a professional and courteous manner.
- Answer customer queries and resolve issues in a timely and efficient manner.
- Make appointments for customers and follow up to ensure that their needs are met.
- Provide information about HDFC Bank products and services.
- Resolve customer complaints in a fair and timely manner.
- Other duties as assigned.

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HDFC Bank Careers

Requirements:

- Excellent communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Strong problem-solving skills.
- Ability to meet deadlines and work under pressure.
- Knowledge of HDFC Bank products and services.

Hiring organization

HDFC Bank

Date posted

July 4, 2023

Valid through

31.12.2023

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Important Links

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