

## Kotak Bank Recruitment 2023 – 2+ Years Exp – Jobs In Kolkata – Help Desk Posts

**Hiring organization**  
Kotak Mahindra Bank

### Job Location

5, B.N, Creek Row, Esplanade, Chandni Chawk, Bowbazar, 700072, Kolkata, West Bengal, India

**Date posted**  
May 6, 2023

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**Valid through**  
31.12.2023

### Base Salary

USD 15,000 - USD 18,000

APPLY NOW

### Qualifications

Graduate

### Employment Type

Full-time

### Experience

2+ Years Experience Required

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### Description

#### Kotak Mahindra Bank Recruitment 2023

The ideal candidate for this role is someone with excellent problem-solving skills, who is patient and detail-oriented. The Help Desk team is responsible for resolving customer inquiries via phone, email, and chat, as well as providing support for our internal team.

#### Kotak Mahindra Bank Jobs Near Me

#### Responsibilities:

- Answer customer technical inquiries by phone, email, and chat
- Resolve customer inquiries as quickly and accurately as possible
- Track and document customer feedback and issues
- Provide support to the internal team

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#### Kotak Mahindra Bank Careers

#### Requirements:

- Excellent problem-solving skills
- Patience and attention to detail

-Strong communication skills, both written and oral

Good organizational skills

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