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# Myntra Careers 2023 - Freshers Job - Back Office Executive Post

Job Location

India

Remote work from: IND

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**Base Salary** 

USD 14,000 - USD 18,000

Qualifications

12th / Graduate

**Employment Type** 

Full-time

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**Description** 

## **Myntra Careers 2023**

The Back Office Executive is responsible for providing administrative support to Myntra's customers and merchants.

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### Responsibilities:

- Process orders and payments from customers and merchants.
- Manage customer accounts and resolve any issues.
- Provide customer support via phone, email, and chat.
- Other administrative tasks as needed.

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**Myntra Jobs For Freshers** 

#### Requirements:

- Excellent communication skills.
- · Proficient in Microsoft Office Suite.
- Ability to work independently and as part of a team.

Importantentinksto detail.

Find the Link in Apply Now Button

## Hiring organization

Myntra

## **Date posted**

July 13, 2023

## Valid through

31.12.2023

APPLY NOW

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