

Customer Service Representative



Seller Info

Name: agnavarro
First Name: agnavarro

Listing details

Common

Title: Customer Service Representative
Job Type: Full-Time
Description: We are **HIRING**
Customer Service Representative

Customer Service Representatives typically handle complaints, process orders and provide support and information for a company's products or services. While most are employed in call centers, some are part of an internal operations team that have more responsibilities and are empowered to make decisions when handling customer issues. This customer-facing role often serves as the first contact point that customers interact with to have their issues resolved. Customer Service Representatives are regarded as the liaison between the company and its clientele to provide information and solutions to customer queries.

DUTIES AND RESPONSIBILITIES:

- Answering questions about a company's products or services
- Processing orders and transactions
- Resolving issues and troubleshooting technical problems
- Delivering information about a company's offerings
- Providing proactive customer outreach

MINIMUM QUALIFICATIONS

- Have an average communication skill
- Atleast High school Graduate
- Atleast 6 months bpo experience

SKILLS AND ABILITIES:

- Communication Skills
- Work with patience

Basic Salary range 20k-30k

Additional information

Company: Phstack
Contact Person: Lloyd Ditablan
Cell Phone: +639 (625) 267-05
Email: agnavarro@stackph.com

Location

Account address on the maps: No
Address Line 1: Philippines
Address Line 2: National Capital Region-NCR
Address Line 3: Makati