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## Capgemini Jobs 2023 – IT Jobs – Front Desk Manager Post

Job Location Bengaluru, Karnataka, India Remote work from: India

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Base Salary Rs. 8,000 - Rs. 20,000

### Qualifications

12th, Graduate

## Hiring organization Capgemini

Date posted February 20, 2023

Valid through 31.12.2025

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# Employment Type

Full-time

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Description

# Capgemini Recruitment 2023

Front Desk Manager Job Released in Capgemini.

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#### **Responsibilities:**

Excellent organizational, communication

Problem-solving skills.

Updating and streamlining administrative processes

Handling customer complaints, and preparing reports.

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Capgemini Careers

## Skills:

Minimum of a high school diploma

They must be highly organized

Have excellent customer service skills

 Strong written and verbal communication skills, and a working knowledge of

 **NMPEHTAR:** Links

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