



<https://jobtalent.jobcitylive.com/job/flipkart-recruitment-2023-jobs-near-me-back-office-executive-post/>

Flipkart Recruitment 2023 – Jobs Near Me – Back Office Executive Post

Hiring organization
Flipkart

Job Location

Kolkata, West Bengal, India
Remote work from: India

Date posted
January 7, 2023

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Valid through
31.12.2025

Base Salary

Rs. 18,000 - Rs. 20,000

APPLY NOW

Qualifications

12th Pass & Graduate

Employment Type

Full-time

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Description

Flipkart Recruitment 2023

The position of Back Office Executive is to provide efficient and effective back office support to the company.

Responsibilities:

- Handle customer service inquiries
- Maintain databases and records
- Handle customer service related issues
- Handle telephone and email enquiries

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Flipkart Jobs Near Me

Skills:

- Strong organizational skills and attention to detail
- Good knowledge of MS Office

- Computer literacy

Important Links

Find the Link in [Apply Now](#) Button

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