



<https://cubeslogistics.com/job/customer-service-executive-business-bay-dubai/>

## Customer Service Executive

CUBES International Logistics

### Description

We are seeking a customer service executive to join our team in the United Arab Emirates. As a customer service executive, you will be responsible for providing excellent customer service to our customers and ensuring a positive customer experience. You will be required to handle customer inquiries, resolve customer complaints, and other related customer service duties.

### Employment Type

Full-time

### Beginning of employment

Immediate

### Responsibilities

- Handle customer inquiries and complaints in a professional and timely manner
- Provide accurate and timely information about products and services
- Identify customer needs and find solutions to customer issues
- Maintain customer database and records
- Follow up with customers to ensure their satisfaction
- Respond to customer inquiries via phone and email
- Track customer complaints and provide feedback to management
- Proactively suggest new products and services that could benefit customers
- Provide excellent customer service in person and via telephone

### Job Location

Business Bay, Dubai, UAE

### Working Hours

8.30 AM – 5 PM

### Base Salary

₹ 400000 - ₹ 1600000

### Date posted

June 28, 2023

### Qualifications

- Previous experience in customer service
- Excellent verbal and written communication skills
- Computer literacy
- Ability to handle customer inquiries and resolve customer issues
- Ability to work in a fast-paced environment
- Strong organizational skills
- Ability to multitask and prioritize tasks
- Knowledge of the product or service
- Proficiency in English and Arabic
- Candidate with active UAE Visa status