

Swiggy Careers For Freshers Candidates – Job Search – Back Office Executive In Swiggy

Hiring organization
Swiggy

Job Location

India
Remote work from: IND

Date posted
January 24, 2024

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Valid through
31.08.2024

Base Salary

USD 11 - USD 18

APPLY NOW

Qualifications

12th/Graduate

Employment Type

Full-time

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Description

Swiggy Recruitment

Join Swiggy, India's leading food delivery platform, as a Back Office Executive and become the hidden gem behind every happy meal! In this dynamic role, you'll be the engine that keeps Swiggy humming, supporting customer care, managing orders, and ensuring a seamless experience for both foodies and delivery partners.

Swiggy Jobs near me

Responsibilities:

- **Customer Happiness Champion:** Handle customer inquiries and requests with a smile, resolving issues and ensuring their Swiggy experience is always top-notch.
- **Order Maestro:** Process orders efficiently, track deliveries, and communicate updates to ensure food arrives hot and fresh, every time.
- **Data Detective:** Analyze reports, identify trends, and provide valuable insights to improve operational efficiency and customer satisfaction.

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Swiggy Careers

Skills:

- **Problem-Solver:** Excellent analytical and problem-solving skills to handle customer inquiries, troubleshoot issues, and find creative solutions.
- **Communication Champion:** Strong written and verbal communication skills to effectively interact with customers, delivery partners, and internal teams.

- **Tech-Savvy:** Proficient in basic computer applications (word processing, spreadsheets, email) and comfortable navigating internal systems.
- **Multitasking Master:** Ability to prioritize tasks, manage deadlines, and stay calm under pressure in a fast-paced environment.

Tags: Swiggy , recruitment, job opportunities, career, hiring, job search, job application, Swiggy careers, work at Swiggy , job openings, job vacancies, job opportunities at Swiggy , Swiggy jobs, Swiggy recruitment 2024, Swiggy hiring 2024

Important Links

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

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