

<https://jobcitylive.com/jobs/regional-customer-service-specialist-jobs-in-talent-trader-group-pte-ltd/>

Regional Customer Service Specialist

Job Location

Central Region, Singapore
Remote work from: SG

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Base Salary

SGD 1,300 - SGD 2,700

Qualifications

Diploma or Degree in Business, Customer Service, or related field.

Employment Type

Part-time

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Description

Regional Customer Service Specialist (Key Account Management, MNC) Jobs In Talent Trader Group Pte Ltd

We are looking for a **Regional Customer Service Specialist** to join our team. This role is important because you will work with key customers and help manage their accounts. You will talk to customers, solve their problems, and make sure they are happy with our services. If you like working with people and solving problems, this job is for you!

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Responsibilities:

- Talk to customers and answer their questions.
- Help solve customer problems quickly.
- Work with other teams to provide the best service.
- Keep records of customer interactions.
- Follow up with customers to ensure satisfaction.
- Manage key accounts and build strong relationships.
- Give updates to customers about their orders.
- Work with sales and operations teams.
- Improve customer service processes.
- Provide reports on customer feedback.

Hiring organization

Talent Trader Group Pte Ltd

Date posted

February 19, 2025

Valid through

28.02.2025

APPLY NOW

Skills Needed:

- Good communication skills.
- Able to solve problems quickly.
- Friendly and patient with customers.
- Organized and detail-oriented.
- Can work with different teams.
- Knows how to use customer service software.
- Good at managing time.
- Can handle multiple tasks at once.
- Strong listening skills.
- Able to stay calm under pressure.

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Qualifications:

- Diploma or Degree in Business, Customer Service, or related field.
- Training in customer service is a plus.
- Can speak and write English well.
- Knows how to use Microsoft Office (Excel, Word, PowerPoint).

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Experience:

- 1-3 years of experience in customer service.
- Experience in account management is a bonus.
- Worked with international customers before is an advantage.
- Experience in handling multiple customers at the same time.

If you are interested, apply now and join our team!

Important Links