



<https://jobquest.jobsworld.com/job/google-recruitment-2023-job-near-me-front-office-staff-post/>

Google Recruitment 2023 – Job Near Me – Front Office Staff Post

Hiring organization

Google

Job Location

India

Remote work from: India

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Base Salary

Rs. 18,000 - Rs. 27,000

Qualifications

10th, 12th, Graduate

Employment Type

Full-time

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Description

Google Recruitment 2023

The front office staff is responsible for greeting customers and providing them with information about the company's products and services.

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They may also be responsible for taking customer orders and payments. They must be able to work efficiently in a fast-paced environment and have excellent customer service skills.

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Google Jobs For Freshers

Responsibilities:

- Answer phones and greet guests
- Provide customer service
- Order office supplies
- Maintain reception area
- Perform other clerical and administrative duties as needed

Date posted

March 18, 2023

Valid through

31.12.2025

APPLY NOW

Qualifications:

- Strong customer service skills
- Good organizational skills
- Strong communication skills
- Able to work independently

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

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