

Category: Customer Support/Call Centre**Communication Officer****Luminedge Bangladesh**[View all jobs of this company.](#)**Vacancy**

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Job Context

- Job Category: Customer support
- Job Location: Inside Bangladesh, Dhaka > Dhanmondi

Job Responsibilities

- Have to make phone calls on a regular basis.
- Have to send text messages on a regular basis.
- Have to collect leads.
- Have to contact leads and collect information.
- Have to update database files with updated lead information.
- Have to report to the line manager about every day lead updates.
- Have to maintain the secrecy of the database files as per NDA.
- Have to call the clients of Luminedge to provide updates.
- Have to maintain a professional business relationship with the clients.
- Have to provide support for different events of Luminedge.

Employment Status

Full-time

Educational Requirements

- Bachelor / Honors (Any)

Additional Requirements

- Age 22 to 30 years
- Both males and females are allowed to apply
- Experience required: 1 Year (Freshers are also encouraged to apply)

Job Location

Dhaka (Dhanmondi)

Salary

Tk. 20000 - 25000 (Monthly)

Compensation & Other Benefits

- Salary review: Half yearly
- Number of festival bonuses: 1

Job Source

Bdjobs.com Online Job Posting.

Read Before Apply

***Photograph must be enclosed with the resume.**

Apply Procedure

[Apply Online](#)

Application Deadline : **24 Sep 2022**

Published On

25 Aug 2022

Company Information

Luminedge Bangladesh

Business : We want to be the world leader in placing the right talent in the right industry and creating a home world for the ones truly willing.
