

Jr client account manager

📍 Bangalore 🗒 Full time 🕒 3-5 yrs

We are looking for a Junior Client Account Manager to act as the first point of contact with existing customers, answer their queries and increase client satisfaction.

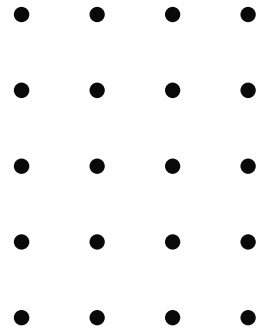
If you enjoy coming up with effective solutions and working toward achieving goals, this job is right for you. You will use your communication skills to identify and address clients' needs while representing our company in a positive way. Previous customer service experience will be an advantage.

Ultimately, you will contribute to building profitable, long-term relationships with our clients to reach our business objectives.



who we are

Betterplace is a technology platform designed to hire, manage, and engage the blue-collar workforce with ease with our all-in-one lifecycle platform. Designed for large enterprises, the platform enables you to manage end to end lifecycle of your blue-collar employees. Device - agnostic. Customizable. Scalable. Uniquely digital.



what we're looking for

- Proven work experience as a Junior Account Manager or relevant role
- Strong (verbal and written) communication skills with an ability to build relationships with internal and external stakeholders
- Good time and team management skills with a problem-solving attitude
- A manager who can take the ownership of completing day to day work on time and within budget

what you'll do

- Combine creativity with knowledge to effectively manage the work load
- Engage with team, provide appropriate training & support for the team development
- Assist in the reporting, analysis and evaluation of client relations
- Liaise with the client and act as key point of contact in support of Account Managers
- Delegate to sub-ordinates effectively
- Supervise Operation analysts and Interns activity and workload
- Establish professional relationships with colleagues in other offices
- Fully participate in brainstorming and create workable program for new business and existing clients
- Keep track of impending deadlines and ensure all work is completed in a timely manner
- Ensure accurate invoicing for all clients

what you'll get

- Health Benefits
- Innovation-driven culture
- Smart and fun team to work with
- Friends for life ☺