

Customer Service Administrator

[Apply Now](#)

Company: Link Group

Location: United Kingdom

Category: office-and-administrative-support

Overview

To deliver results through the handling of customer enquiries in line with their needs. Meet customer expectations by providing a market leading customer centric service which builds excellent relationships.

Key Accountabilities and Main Responsibilities

Demonstrate care and empathy for the customer and intermediary need in handling customer enquiries.

Achieve high standards of quality, efficiency, and productivity,

Build and maintain relationships through the delivery of customer requests within timeliness standards set.

Take personal responsibility for meeting deadlines and resolving customer concerns.

Contribute to a positive team culture.

Demonstrate adherence to customer focus and conduct policy.

Demonstrate flexibility and collaboration towards meeting customer and business needs.

Experience & Personal Attributes

Customer centric mind set and experience of working in customer services.

Ability to work to a set of policies and standards.

Demonstrate a flexible approach towards changing business needs.

Professional

Maths and English GCSE grade C+ are essential for this role

[Apply Now](#)

Cross References and Citations:

1. Customer Service AdministratorJobsqatar Jobs United KingdomJobsqatar ↗
2. Customer Service AdministratorEuropejoblistings Jobs United Kingdom Europejoblistings ↗
3. Customer Service AdministratorFresherjobs Jobs United KingdomFresherjobs ↗
4. Customer Service AdministratorJobspro Jobs United KingdomJobspro ↗
5. Customer Service AdministratorGurujobs Jobs United KingdomGurujobs ↗
6. Customer Service AdministratorBirminghamjobs Jobs United Kingdom Birminghamjobs ↗
7. Customer Service AdministratorResume-score Jobs United KingdomResume-score ↗
8. Customer Service AdministratorEntrepreneurshipjobs Jobs United Kingdom Entrepreneurshipjobs ↗
9. Customer Service AdministratorUkjobopportunitiesJobs United Kingdom Ukjobopportunities↗
10. Customer Service Administrator BuenosairesjobsJobs United Kingdom Buenosairesjobs↗
11. Customer Service Administrator Indonesiajobs Jobs United Kingdom Indonesiajobs ↗
12. Customer Service Administrator TransportationjobsJobs United Kingdom Transportationjobs↗
13. Customer Service Administrator AnesthesiologistjobsJobs United Kingdom Anesthesiologistjobs↗

14. **Customer Service Administrator GardeningjobsJobs United Kingdom Gardeningjobs** ↗
15. **Customer Service Administrator Softwareengineeringjobs Jobs United Kingdom Softwareengineeringjobs** ↗
16. **Customer Service Administrator ZoologyjobsJobs United KingdomZoologyjobs** ↗
17. **Customer Service Administrator Swedenjobs Jobs United KingdomSwedenjobs** ↗
18. **Customer Service Administrator Warsawjobs Jobs United KingdomWarsawjobs** ↗
19. **Customer service administrator Jobs United kingdom** ↗
20. **AMP Version of Customer service administrator** ↗
21. **Customer service administrator United kingdom Jobs** ↗
22. **Customer service administrator Jobs United kingdom** ↗
23. **Customer service administrator Job Search** ↗
24. **Customer service administrator Search** ↗
25. **Customer service administrator Find Jobs** ↗

Source: <https://uk.expertini.com/jobs/job/customer-service-administrator-united-kingdom-link-group-50864f172c/>

Generated on: 2024-05-02 by Expertini.Com