

Booking Coordinator Jobs In Dubai 2022 | Caliberly

[Apply Now](#)

Company: Caliberly

Location: Dubai

Category: other-general

Booking Coordinator Jobs In Dubai 2022 | Caliberly

Job Responsibilities:

Customer Service (a must).

Process customer bookings through email or WhatsApp.

Respond to customer enquiries.

Schedule the photoshoot with our photographer.

Create the booking form and send all details to the customer for confirmation.

Acknowledge receipt of the deposit.

Schedule and coordinate, pick up and drop off, with the drivers.

Coordinate between the post production team and the client, the sending of the original

Job Requirements:

Customer Focus

Excellent Communication Skills (English)

Highly Organized

Good Problem Solving Skills

Honest and Trustworthy

Patient and Courteous

Professional and Punctual

Strong Sense of Responsibility; willingness really put in the work

Able to Work under Minimal Supervision; able to manage her task list.

Energetic; can endure working in a fast-paced environment

Team Player; possesses the initiative to help the team especially when needed

#J-18808-Ljbffr

[Apply Now](#)

Cross References and Citations:

1. [Booking Coordinator Jobs In Dubai 2022 | CaliberlyNyjobscentral Jobs Dubai Nyjobscentral ↗](#)
2. [Booking Coordinator Jobs In Dubai 2022 | CaliberlyFindurgentjobsJobs Dubai Findurgentjobs ↗](#)
3. [Booking Coordinator Jobs In Dubai 2022 | CaliberlyIndustryjobsearch Jobs Dubai Industryjobsearch ↗](#)
4. [Booking Coordinator Jobs In Dubai 2022 | CaliberlyScrumjobsJobs Dubai Scrumjobs ↗](#)
5. [Booking Coordinator Jobs In Dubai 2022 | CaliberlyJapanjobsJobs Dubai Japanjobs ↗](#)
6. [Booking Coordinator Jobs In Dubai 2022 | CaliberlyCanadajobscareer Jobs Dubai Canadajobscareer ↗](#)
7. [Booking Coordinator Jobs In Dubai 2022 | CaliberlyAdvertisingjobs Jobs Dubai Advertisingjobs ↗](#)
8. [Booking Coordinator Jobs In Dubai 2022 | CaliberlySocialmediajobopportunities Jobs Dubai Socialmediajobopportunities ↗](#)
9. [Booking Coordinator Jobs In Dubai 2022 | CaliberlyVenezuelajobs Jobs Dubai](#)

Venezuelajobs ↗

10. Booking Coordinator Jobs In Dubai 2022 | Caliberly Jobsinaustria Jobs Dubai

Jobsinaustria ↗

11. Booking Coordinator Jobs In Dubai 2022 | Caliberly Chefjobsnearme Jobs Dubai

Chefjobsnearme ↗

12. Booking Coordinator Jobs In Dubai 2022 | Caliberly Developerjobs Jobs Dubai

Developerjobs ↗

13. Booking Coordinator Jobs In Dubai 2022 | Caliberly TruckjobsnearmeJobs Dubai

Truckjobsnearme ↗

14. Booking Coordinator Jobs In Dubai 2022 | Caliberly Clerkjobs Jobs Dubai Clerkjobs ↗

15. Booking Coordinator Jobs In Dubai 2022 | Caliberly Jobsinindia Jobs Dubai Jobsinindi

↗

16. Booking Coordinator Jobs In Dubai 2022 | Caliberly ThailandjobsJobs Dubai

Thailandjobs ↗

17. Booking Coordinator Jobs In Dubai 2022 | Caliberly Botanyjobs Jobs Dubai Botanyjobs

↗

18. Booking Coordinator Jobs In Dubai 2022 | Caliberly MadinahjobsJobs Dubai

Madinahjobs ↗

19. Booking coordinator jobs in dubai 2022 | caliberly Jobs Dubai ↗

20. AMP Version of Booking coordinator jobs in dubai 2022 | caliberly ↗

21. Booking coordinator jobs in dubai 2022 | caliberly Dubai Jobs ↗

22. Booking coordinator jobs in dubai 2022 | caliberly Jobs Dubai ↗

23. Booking coordinator jobs in dubai 2022 | caliberly Job Search ↗

24. Booking coordinator jobs in dubai 2022 | caliberly Search ↗

25. Booking coordinator jobs in dubai 2022 | caliberly Find Jobs ↗

Source: <https://ae.expertini.com/jobs/job/booking-coordinator-jobs-in-dubai-2022-caliberly-dubai-caliberly-411-121530/>

Generated on: 2024-04-28 by Expertini.Com