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Client Relations Associate Jobs In Sharjah | Nathan & Nathan

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Client Relations Associate Jobs In Sharjah | Nathan & Nathan

About the job

Our client provides high-quality serviced offices in JLT and has supported company start-up, registration, and documents in DMCC, other free zones, and the UAE mainland. We are looking for a Client Relations Associate that will be the first point of contact for clients and visitors in a business center, looking after a variety of customer service, administrative, operational, and client relations tasks and responsibilities. The CRA is primarily responsible for all client support services, the front desk reception area administration, and the daily coordination of business center operations. In large multistorey business centers, typically divided into Hubs, one dedicated Client Relations Associate shall oversee each Hub (each Hub including one or multiple floors).

Qualifications:

2-5 years experience in a customer-facing role

Experience in the Hospitality or Customer Service Industry

Sales experience is a plus

#J-18808-Ljbffr

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