

We offer ample opportunity to the creative minds and invite applications from aspiring, young and experienced candidates thirsty for taking up new challenges.

**Want to change the world? If the answer is yes, then you've come to the right place.
Just email in brief about your profile and interest along with your resume at
novamantic@gmail.com**

Novamantic is an ISO 27001:2013, 9001:2015 testing and assessment solutions provider company for educational Institutions, Government organisations, Corporate entities, individual customers and international clients around the world. Novamantic provides a full suite of assessment services to delivers exams in a very secure environment to millions of individual every year.

Novamantic is an Equal Opportunity and Affirmative Action Employer All qualified applicants, including minorities, women, protected veterans, and individuals with disabilities are encouraged to apply.

**NOTE:- Preference will be given to employees who have past experience in
(TESTING AND ASSESSMENT COMPANY)**

CUSTOMER RELATION EXECUTIVE

Job Description:

Customer Relationship Executive (call support)

Experience:

2+ years experience in customer relation

Requirement:

Good communication skills

- Good IT knowledge
- Experience in Education or Testing and assessment Industry will be preferred.

Skills Required:

Handle inbound and outbound calls.

Create brand awareness among customers/ people Maintain good relationship with customers and improve services

Understand customer problems/complaints and resolve them

Answer incoming calls on Info line (new queries and customer complaints) and make outbound calls to get Customer Feedback

Maintain good relationship with customers

Understand customer problems/complaints and resolve them by providing them the right solution.