

Join US!

Officer/Snr. Officer (Customer Service-Chinese)

Responsibilities ;

- Manage and maintain satisfaction with Chinese key accounts.
- Generating quotations and coordinating with RCL liner team for any special coordinate sales team by managing schedules, filing important documents and communicating relevant information.
- Respond to complaints from customers and give after-sales support when requested.
- Store and sort financial and non-financial data and present reports.
- Handle the processing of all orders within timeliness.
- Inform clients of unforeseen delays or problems.
- Monitor the team's progress, identify shortcomings and propose improvement.

Qualifications ;

- Thai nationality, Male / Female age between 22-30 years old.
- Bachelor's degree in any field.
- Fluent in Chinese (HSK 5 or above).
- Have experience of 2-5 years as a Sales Coordinator or Customer Service in shipping/freight forwarder field.
- Good computer skill & able to communicate in English

Apply Now

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Website

www.rclgroup.com



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