

WE ARE !!! HIRING !!!

Junior Executive - Operations

Responsibilities:

- Supervise and guide the customer registration & support teams for optimal performance.
- Ensure smooth on-boarding for new users and resolve any registration issues.
- Monitor and resolve customer inquiries efficiently across all channels.
- Track app performance, report glitches and collaborate with technical teams to resolve issues.
- Maintain accurate records and generate reports.
- Collaborate with cross-functional teams to align operational goals.

Requirements:

- Experience in operations or customer support, ideally in tech.
- Strong leadership, organizational, and communication skills.
- Problem-solving mindset with a focus on quality and efficiency.
- Proficiency with customer service tools & systems.
- Experience in ride-hailing or tech industry a plus.

Send your Cvs to:

recruit@consolidatedhrsolutions.co.ke

For more info visit us:

www.consolidatedhrsolutions.co.ke