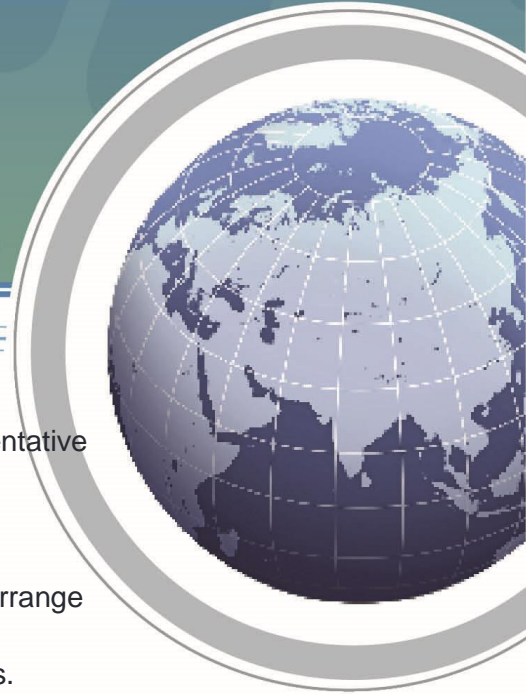


Backoffice & CSR – French Speaker (m/f)

Lisbon



ManpowerGroup Portugal, world leader in Human Resources, is currently recruiting a French Speaker for a Backoffice & Customer Service Representative project for a prestigious client.

Your responsibilities:

Handling hotel reservations, inquiries, outbound calls to hotels/guests to arrange special requests.

Reply to customer inquiries regarding service and product related inquiries.

Inform customers about specific products, services, policies and processes.

Your profile:

Native or near native in French - mandatory.

Fluent in English (verbal, reading, writing) - mandatory.

Customer service-orientated and a high focus on customer satisfaction.

Previous work experience in Service Center or similar business.

Keen eye for detail to ensure high accuracy.

Very good PC skills.

Our offer

Competitive salary & bonus system.

Work in a flexible shift system and welcoming and inclusive environment.

A team ready to help you develop and grow.

A multinational environment, different nationalities and cultures to work with every day.

Schedule: rotating shifts from Monday to Sunday between 07h-22h (8 hours per day, with two days off)

Location: Lisbon (Sete Rios)

If you have the requirements for this job opportunity, send your application to man961@manpower.pt with "7. BOO-FRE" on subject.



ManpowerGroup™