

## JOB DESCRIPTION

**Job Title:**

Telecalling Executive– Voice Process (Night Shift)

**Job Type:**

Full-Time| Night Shift (7PM–4AM)

**Location:-**

**KOLKATA -**

47, Tarak Pramanik Road (3<sup>rd</sup> Floor)  
Girish Park (Near Dominos | Shimla Park)

**DELHI -**

H-73, Sector 63, Noida (Basement)  
(Near Noida Electronic City Metro)

**Experience Level:**

0–6 year (Fresher with excellent communication skills are welcome)

**Job Summary:**

We are seeking dynamic and self motivated individuals to join our Telecalling Executive team in a voice process role. This is a night shift role aligned with the US time zones. Handle outbound calls to and from US-based candidates and clients.

**Required Skills & Qualifications:**

- Verbal communication skills in English.
- Ability to work in a fast-paced and target-driven environment.
- Willingness to work in night shifts (US time zone).

**Shift Timings:**

Night Shift-Shift timing 7PM-4AM Monday–Friday, Work from Office (Saturday– Sunday Off)

**Compensation:**

Competitive salary+ Incentives + Performance bonuses+ Attendance allowance+ Travel Allowance.

**Perks & Benefits:**

- Training & development programs.
- Performance-based incentives.
- Friendly Environment.
- Weekend offs (Sat-Sun is fixed off).

