

Category: Customer Support/Call Centre

Trainee Executive (Night Shift)

Future Cloud Bangladesh Ltd.[View all jobs of this company.](#)

Vacancy

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Job Context

Future Cloud Bangladesh Limited (FCBL) is pleased to offer full time jobs for potential candidates willing to work at night shift. Male and female both are encouraged to apply for the same position. It has an amazing workplace at the heart of the town Banani for male staff and female staff will get the flexibility to work from home.

Job Responsibilities

- Serving North American clients/customers.
- Working as a remote/virtual executive for various overseas companies.
- Back office support (administrative, cold calling, customer service, CRM & etc.)
- Maintaining communication over the phone, email and chat.
- Coordinating with the team members to ensure the success of the project.
- Statistical analysis and reporting to the supervisor.
- 5 days in a week.

Employment Status

Full-time

Workplace

- Work from home, Work at office

Educational Requirements

- Students and graduates both can apply.

Additional Requirements

- Age 18 to 35 years
- Both males and females are allowed to apply
- Call center experience will get priority.
- English medium background will get priority.
- Must need to be fluent in English.
- Experience in sales campaign will get priority.

Job Location

Dhaka

Salary

Tk. 10000 - 12000 (Monthly)

Compensation & Other Benefits

- Performance bonus, Weekly 2 holidays, Gratuity, Over time allowance
- Salary Review: Half Yearly
- Festival Bonus: 2
- Monthly salary paid up before 5th of the following month.
- Yearly recreation based on performance.
- Yearly profit sharing bonus.
- Unlimited NESCAFÉ.
- Weekly 2 holidays.
- Yearly 10 paid holidays.
- Yearly 15 paid casual leaves.

Job Source

Bdjobs.com Online Job Posting.

Read Before Apply

1. Go to <https://online-voice-recorder.com> and record your voice for at least 2-3 minutes with an introduction on yourself (you can speak about yourself, your education, experience, expertise, family, friends, hobbies & etc). The recording of your introduction must need to be in English. Save the audio file. You can use any other audio recording software too.
2. Send an email to apply@futurecloudbd.com with an attachment of your resume and the audio recording. Keep in mind the voice recording is to verify you are fluent in speaking English so give your best try in that audio.
3. "Work From Home" offer is only valid for ladies. "Work From Home" employees will get 70% of the basic salary, other benefits will remain the same.

Apply Procedures

Apply Online

Email

Send your CV to apply@futurecloudbd.com or to Email your CV from **MY BDJOB**s account.

Application Deadline : **5 Jun 2021**

Published On

6 May 2021

Company Information

Future Cloud Bangladesh Ltd.

Address : Banani, Dhaka 1213.

Web : <http://www.futurecloudbd.com/>

Business : Future Cloud Bangladesh Limited (FCBL) is Bangladeshi owned multinational with employees and associates working from the United States, Canada and Philippines. It has been a reputed information technology based organization for more than 5 years. It's constantly growing everyday by empowering youth potential throughout the country. The motto is to create skilled manpower utilizing 21st century ITES sources. We are glad to contribute ourselves into the national goal of creating 2 million IT/ITES jobs within 2021 declared by Bangladesh ICT Ministry.
