

# WORK VAPOR

Job Link: <https://workvapor.in/jobs/crm-and-client-handling-executive-job-delhi-location-megaaudio/>

## HIRING ORGANIZATION

Megaaudio International Ltd

## EMPLOYMENT TYPE

Full-time, Part-time, Contractor

## JOB LOCATION

Delhi, India

? Remote work from: India

## DATE POSTED

? March 28, 2026

## CRM AND CLIENT HANDLING EXECUTIVE JOB, DELHI LOCATION, MEGAAUDIO

### DESCRIPTION

**Company Name:** Megaaudio International Ltd  
**Location:** Wazirpur Industrial Area / Ashok Vihar, Delhi (Hybrid)  
**Job Type:** Full-time, Part-time, Freelance  
**Salary:** Not specified  
**Contact:** [ho@autordx.com](mailto:ho@autordx.com) | +91 9871167297

#### About the Role

This role is ideal for candidates interested in customer handling, backend operations, and CRM systems. You will manage customer data, handle queries, and support the sales and service teams for smooth operations.

#### Key Responsibilities & Work

- Manage and maintain customer data in CRM software
- Handle customer queries, complaints, and follow-ups
- Coordinate with sales and service teams
- Maintain records like purchase history and feedback
- Respond to customers via calls, WhatsApp, email, and social media
- Generate daily and weekly CRM reports
- Track leads, conversions, and engagement
- Work on improving customer satisfaction and retention

#### Eligibility & Skills Required

- Bachelor's degree in Business, Marketing, or related field
- Minimum 6 months to 1 year experience in CRM or customer support
- Good communication skills (Hindi & English)
- Basic knowledge of CRM tools, Excel, and data handling
- Strong problem-solving and customer handling skills

#### Work Setup & Environment

- Hybrid work (Delhi location)

- Office + remote combination
- Backend and coordination-focused role

### How to Apply

Send your CV via email or WhatsApp.

? Email: [ho@autordx.com](mailto:ho@autordx.com)

? WhatsApp: +91 9871167297