

WORK VAPOR

Job Link: <https://workvapor.in/jobs/customer-support-executive-office-based-role-%e2%82%b921k-month-onespider-technologies/>

HIRING ORGANIZATION

OneSpider Technologies LLP

EMPLOYMENT TYPE

Full-time

JOB LOCATION

Mumbai, India

DATE POSTED

? March 3, 2026

CUSTOMER SUPPORT EXECUTIVE – OFFICE BASED

BASE SALARY

INR 18000 - INR 21000

DESCRIPTION

Company: OneSpider Technologies LLP
Position: Customer Support Executive (CSE)
Industry: ERP Software / Customer Support
Location: On-site at Lower Parel East, Mumbai
Employment Type: Full-time
Salary: Up to ?21K/Month
HR Contact: +91 9702074236

Work Schedule:

- Monday to Saturday working
- Shift timing: 10 AM to 7 PM

Role Overview:

- Provide support to customers using ERP software
- Assist users with billing, accounting and GST related queries

Main Responsibilities:

- Handle incoming customer support calls
- Guide users on ERP software usage
- Assist with billing and accounting entries
- Resolve GST related customer queries
- Provide remote assistance when required
- Ensure proper resolution of customer issues

Eligibility Criteria:

- Basic accounting knowledge required
- Understanding of GST and billing process
- Hindi speaking with basic English skills
- Basic computer knowledge required
- 0–2 years experience preferred
- Freshers with commerce or accounting background can apply

Benefits Offered:

- Commuter assistance provided
- Permanent full-time opportunity

How to Apply:

Send your resume or contact on WhatsApp at +91 9702074236