

WORK VAPOR

Job Link: <https://workvapor.in/jobs/simple-work-associative-part-time-remote-it-services-%e2%82%b91-2-lpa-altos/>

HIRING ORGANIZATION

Altos

EMPLOYMENT TYPE

Full-time, Part-time

JOB LOCATION

INDIA

? Remote work from: INDIA

DATE POSTED

? December 26, 2025

SIMPLE WORK ASSOCIATIVE – PART-TIME, REMOTE IT SERVICES | ₹1–2 LPA | ALTOS

BASE SALARY

INR 100000 - INR 200000

DESCRIPTION

Company: Altos

Position: Associate – Back Office (Night Shift)

Industry: IT Services & Consulting

Location: Hybrid (Work From Home + On-site at Noida, Sector 6)

Employment Type: Full Time, Permanent

Salary: ₹1 – ₹2 Lacs P.A

HR Contact: Shaily Sharma

Responsibilities

- Handle assigned back-office tasks from clients
- Resolve customer/client queries accurately and on time
- Coordinate with supervisor/team lead to resolve issues
- Maintain quality, relevance, and avoid escalations

Eligibility & Skills

- Any Graduate (Freshers welcome)
- Familiarity with MS Office
- Good communication, listening & problem-solving skills

Preferred Profile

- Experience in customer servicing/client service (plus)
- Ability to work independently and in a team
- Calm composure in night-shift and high-pressure situations

Perks & Benefits

- Career growth, promotions & IJPs
- PF, ESI (if eligible), optional group health insurance
- Yearly CL/EL encashment, training opportunities
- Subsidized meals, snacks & beverages (on-site)

Interview Details

- Date & Time: 22–23 December, 8:00 AM – 3:30 PM
- Venue: B-151, Basement, Sector 6, Noida – 201301
- Preference: Women candidates, women returning to work

How to Apply

Apply online at:

https://altos.qandle.com/#!/jobs?jobId=693a550b5c9bdc2e69c91e9e&apply_now

Apply on [Altos.qandle.com](https://altos.qandle.com)