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Axis Bank Careers 2023 - 2+ Years Experience Required - File Clerk Jobs

Job Location

India

Remote work from: India

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Base Salary

USD 15,000 - USD 19,000

Qualifications

12th/Graduate

Employment Type

Full-time

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Description

Axis Bank Recruitment 2023

The file clerk is responsible for the organization and maintenance of files. They will be responsible for organizing and retrieving information, as well as other clerical duties.

Axis Bank Jobs Near Me

Responsibilities:

- -Organize and maintain files
- -Retrieve information as needed
- -Perform other clerical duties as needed

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Axis Bank Careers

Requirements:

- -At least 2 years of experience organizing and maintaining files
- -Familiarity with computers and office software
- -Strong attention to detail

Hiring organization

Axis Bank

Date posted

May 3, 2023

Valid through

31.12.2025

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