Myntra

Data Entry Executive

Job Location
Hyderguda, 500048, Hyderabad, Telangana, India

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Base Salary
USD 13,000 - USD 16,000

Qualifications
12th / Graduate

Employment Type
Full-time

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Hiring organization
Myntra

Date posted
July 18, 2023

Valid through
31.12.2023

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Description

Myntra Recruitment 2023

The Data Entry Executive is responsible for entering data into Myntra's computer systems. This includes data from a variety of sources, such as customer orders, invoices, and product descriptions. The Data Entry Executive must be able to accurately enter data into a computer system, as well as have good attention to detail and be able to work independently.

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Myntra Jobs Near Me

Responsibilities:

- Enter data into Myntra's computer systems
- Verify the accuracy of data entered
- Maintain data files and records
- Assist with other administrative tasks as needed

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Myntra Careers

Requirements:

- Excellent typing skills
- Strong attention to detail
- Ability to work independently
- Proficiency in Microsoft Office Suite

Important Links

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