*https://jobfever.govhelp.in/job/data-entry-myntra-recruitment-2023-in-mumbai-goregaon/*

# Data Entry – Myntra Recruitment 2023 In Mumbai, Goregaon

**Job Location**
Goregaon, 400062, Mumbai, Maharashtra, India

(adsbygoogle = window.adsbygoogle || []).push({});

**Base Salary**
USD 11,200 - USD 16,000

**Qualifications**
12th / Graduate

**Employment Type**
Full-time

(adsbygoogle = window.adsbygoogle || []).push({});
(adsbygoogle = window.adsbygoogle || []).push({});

**Description**

**Myntra Recruitment 2023**

Job Title: Data Entry Operator

Company: Myntra

Location: Mumbai, Goregaon, India

Job Description:

Myntra, a leading online fashion and lifestyle platform, is looking for a Data Entry Operator to join their team in Mumbai. As a Data Entry Operator at Myntra, you will be responsible for accurately entering and updating data in the company's systems. This role requires strong attention to detail, excellent typing skills, and the ability to work efficiently in a fast-paced environment.

(adsbygoogle = window.adsbygoogle || []).push({});

**Myntra Jobs Near Me**

**Responsibilities:**

1. Data Entry: Enter and update data accurately and efficiently into the company's systems. This may include product details, inventory information, customer records, and other relevant data.
2. Data Verification: Verify the accuracy and completeness of data entered, ensuring that all information is entered correctly and follows the company's

**Hiring organization**
Myntra

**Date posted**
June 6, 2023

**Valid through**
31.12.2023

APPLY NOW

data entry guidelines.

3. Data Maintenance: Regularly update and maintain databases and records, ensuring data integrity and reliability. Identify and correct any data errors or inconsistencies as required.

4. Quality Assurance: Perform regular quality checks to ensure data accuracy and identify any discrepancies or errors. Follow established protocols and guidelines to maintain data quality standards.

5. Timely Delivery: Meet assigned deadlines and ensure timely completion of data entry tasks. Prioritize and manage workload effectively to meet productivity targets.

6. Documentation: Maintain appropriate documentation and records related to data entry processes and activities. Follow standard operating procedures and guidelines for data entry operations.

7. Collaboration: Collaborate with cross-functional teams, such as inventory management, customer service, and data analytics, to ensure data accuracy and support overall business operations.

(adsbygoogle = window.adsbygoogle || []).push({});

**Myntra Careers**

**Requirements:**

- High school diploma or equivalent qualification.
- Proven experience as a data entry operator or similar role, preferably in an e-commerce or retail industry.
- Excellent typing skills and a high level of accuracy in data entry.
- Proficiency in using computer applications, including MS Excel and data entry software.
- Strong attention to detail and ability to identify and correct data errors.
- Good organizational and time management skills to prioritize and manage workload effectively.
- Ability to work independently with minimal supervision.
- Excellent verbal and written communication skills.
- Familiarity with fashion and lifestyle products is a plus.
- Ability to maintain confidentiality and handle sensitive data with discretion.

**Important Links**     # Find the Link in [Apply Now](#) Button

(adsbygoogle = window.adsbygoogle || []).push({});

(adsbygoogle = window.adsbygoogle || []).push({});