



<https://jobfever.govhelp.in/job/flipkart-recruitment-2023-jobs-near-me-back-office-staff-posts/>

Flipkart Recruitment 2023 – Jobs Near Me – Back Office Staff Posts

Hiring organization

Flipkart

Job Location

India

Remote work from: Brazil

Date posted

June 17, 2023

Valid through

31.12.2023

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Base Salary

USD 12,000 - USD 18,000

APPLY NOW

Qualifications

12th Pass / Graduate

Employment Type

Full-time

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Description

Flipkart Recruitment 2023

Flipkart is looking for a highly motivated and organized Back Office Staff to join our team. The ideal candidate will be able to perform a variety of administrative tasks, including data entry, customer service, and inventory management.

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Flipkart Jobs Near Me

Responsibilities:

- Enter data into our customer database
- Respond to customer inquiries via email and phone
- Process orders and shipments
- Manage inventory levels
- Other administrative tasks as needed

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Flipkart Careers

Requirements:

- Excellent written and verbal communication skills
- Strong attention to detail
- Ability to work independently and as part of a team

- Proficiency in Microsoft Office Suite

Experience with e-commerce platforms is a plus.

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

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