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HDFC Bank Careers 2023 – Freshers Jobs – Payroll Clerk Post

Hiring organization
HDFC Bank

Job Location

India
Remote work from: IND

Date posted
August 3, 2023

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Valid through
31.12.2023

Base Salary

USD 15,000 - USD 19,000

APPLY NOW

Qualifications

Graduate

Employment Type

Full-time

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Description

HDFC Bank Recruitment 2023

The Payroll Clerk is responsible for processing payroll for HDFC Bank employees. The ideal candidate will have strong attention to detail and be able to work independently and as part of a team.

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HDFC Bank Jobs Near Me

Responsibilities:

- Collect and verify employee timesheets
- Calculate and enter employee wages and deductions
- Prepare and distribute paychecks
- Respond to employee payroll inquiries
- Maintain payroll records

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HDFC Bank Careers

Requirements:

- Strong attention to detail
- Excellent mathematical skills
- Proficient in Microsoft Office Suite

Ability to work independently and as part of a team

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

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