

<https://jobfever.govhelp.in/job/hdfc-bank-careers-2023-hdfc-bank-jobs-payroll-clerk-post/>

## HDFC Bank Careers 2023 - HDFC Bank Jobs - Payroll Clerk Post

**Hiring organization**  
HDFC Bank

### Job Location

India  
Remote work from: IND

**Date posted**  
July 21, 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

**Important Links** [Ability to work independently and as part of a team](#)

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

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