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ICICI Bank Recruitment 2023 – Jobs For Freshers – File Clerk Job

Hiring organization
ICICI Bank

Job Location

India
Remote work from: IND

Date posted
September 5, 2023

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Valid through
31.12.2023

Base Salary

USD 23,000 - USD 28,300

APPLY NOW

Qualifications

Graduate

Employment Type

Full-time

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Description

ICICI Bank Recruitment 2023

We are looking for a highly motivated and detail-oriented File Clerk to join our team. The ideal candidate will have strong organizational and customer service skills, and be able to work independently and as part of a team.

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ICICI Bank Jobs Near Me

Responsibilities:

- Receive, sort, and file documents
- Maintain filing systems
- Retrieve documents as needed
- Create and maintain filing records
- Other duties as assigned

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ICICI Bank Careers

Requirements:

- Strong organizational skills
- Excellent customer service 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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