

<https://jobfever.govhelp.in/job/information-officer-freshers-jobs-latest-jobs-in-wipro/>

## Information Officer Freshers Jobs – Latest Jobs In Wipro

### Job Location

India  
Remote work from: IND

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### Base Salary

USD 16 - USD 28

### Qualifications

Graduate

### Employment Type

Full-time

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### Description

#### Information Officer

The Information Officer position is responsible for managing and maintaining information resources within Wipro. You will be responsible for a variety of tasks, including:

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#### Wipro Jobs Near Me

#### Responsibilities:

- Develop and maintain accurate and up-to-date information resources.
- Provide information services to employees, including answering inquiries, conducting research, and providing training.
- Develop and implement information policies and procedures.
- Stay up-to-date on industry trends and best practices in information management.
- Contribute to the development and implementation of new information technologies and processes.
- Collaborate with other departments to ensure the efficient flow of information.

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### Hiring organization

Wipro

### Date posted

February 29, 2024

### Valid through

31.08.2024

APPLY NOW



**Wipro Careers**

**Skills:**

- Strong analytical and problem-solving skills.
- Excellent communication and interpersonal skills.
- Ability to work independently and as part of a team.
- Proficient in Microsoft Office Suite and other relevant software.
- Strong research and writing skills.
- Attention to detail and accuracy.

**Tags:** Wipro recruitment, Wipro Jobs, Wipro Job Vacancy, Wipro Work Form Home, Wipro Jobs For Freshers, Wipro Hiring 2024,Wipro Work Form Home Jobs, Wipro Data Entry jobs, Wipro for freshers 2024,Wipro careers, Wipro job 2024,Wipro job vacancy, Wipro recruitment 2024

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