

Jio Careers 2023 – Jobs Alert – Data Entry Staff Job

Job Location

India
Remote work from: IND

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Base Salary

USD 11,500 - USD 18,000

Qualifications

12th / Graduate

Employment Type

Full-time

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Description

Jio Recruitment 2023

The Data Entry Clerk will be responsible for entering data into Jio's computer systems. The ideal candidate will be a highly motivated and accurate individual with excellent typing skills.

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Jio Jobs Near Me

Responsibilities:

- Enter data into Jio's computer systems
- Verify data for accuracy
- Organize and maintain data files
- Respond to customer queries
- Other data entry tasks as assigned

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Jio Careers

Requirements:

- Excellent typing skills
- Excellent attention to detail
- 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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Hiring organization

Jio

Date posted

August 7, 2023

Valid through

31.12.2023

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