

Jio Careers 2023 – Private Jobs – Data Entry Staff Post

Hiring organization

Jio

Job Location

India

Remote work from: IND

Date posted

July 27, 2023

Valid through

31.12.2023

Base Salary

USD 13,000 - USD 18,000

APPLY NOW

Qualifications

12th / Graduate

Employment Type

Full-time

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Description

Jio Recruitment 2023

We are looking for a talented and organized Data Entry Staff to join our team. The ideal candidate will be able to accurately and efficiently enter data into our systems.

Responsibilities:

- Enter data into our systems, including customer information, product information, and sales data.
- Verify the accuracy of data entry.
- Communicate with other team members to ensure that data is entered correctly.
- Maintain data entry records.

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Skills:

- Excellent typing skills.
- Attention to detail.
- Ability to work independently and as part of a team.
- Proficiency in Microsoft Office Suite.

Important Links

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

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