

Jio Recruitment 2023 – All India Job – Data Entry Posts

Hiring organization
Jio

Job Location

India
Remote work from: IND

Date posted
September 5, 2023

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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

The Data Entry Operator is responsible for entering data into computer systems. This includes tasks such as entering customer information, product data, and financial data. The ideal candidate will be a reliable and accurate individual with strong typing skills.

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Jio Jobs Near Me

Responsibilities:

- Enter data into computer systems accurately and timely
- Follow data entry procedures and guidelines
- Identify and correct data entry errors
- Maintain data entry logs and reports
- Provide support to other data entry operators

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Jio Careers

Requirements:

- Strong typing skills
- Attention to detail
- Ability to work independently and as part of a team

Proficient in Microsoft Office Suite

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

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