

Kotak Bank Careers 2023 – All India Jobs – Data Entry Executive Job

Hiring organization
Kotak Mahindra Bank

Job Location

India
Remote work from: IND

Date posted
August 26, 2023

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Valid through
31.12.2023

Base Salary

USD 15,500 - USD 19,500

APPLY NOW

Qualifications

Graduate

Employment Type

Full-time

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Description

Kotak Mahindra Bank Recruitment 2023

We are looking for a highly motivated and accurate Data Entry Executive to join our team. The ideal candidate will have experience in data entry, as well as strong attention to detail and accuracy. They will also be proficient in using a variety of data entry software and systems.

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Kotak Mahindra Bank Jobs Near Me

Responsibilities:

- Enter data into a variety of systems
- Verify data for accuracy
- Resolve data entry errors
- Maintain data integrity
- Assist with other data entry tasks as needed
- Follow all data security and privacy policies

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Kotak Mahindra Bank Careers

Skills:

- Strong attention to detail and accuracy
- Proficiency in data entry software and systems
- Excellent communication skills, both verbal and written
- Ability to work independently and as part of a team
- Ability to meet deadlines

Important Links

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

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