



<https://jobfever.govhelp.in/job/mankind-careers-2023-jobs-alert-data-entry-posts/>

Mankind Careers 2023 – Jobs Alert – Data Entry Posts

Job Location

India
Remote work from: IND

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Base Salary

USD 13,000 - USD 18,000

Qualifications

12th/Graduate

Employment Type

Full-time

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Description

Mankind Pharma Recruitment 2023

The Data Entry Clerk is responsible for entering and maintaining data in the company's computer systems. This includes tasks such as entering customer orders, processing invoices, and updating product information. The ideal candidate will be a highly organized and detail-oriented individual with excellent typing skills.

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Mankind Pharma Jobs Near Me

Responsibilities:

- Enter and maintain data in the company's computer systems
- Process customer orders and invoices
- Update product information
- Other duties as assigned

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Mankind Pharma Careers

Requirements:

- Excellent typing skills
- Strong attention to detail
- Proficient in Microsoft Office Suite

Hiring organization

Mankind Pharma

Date posted

July 18, 2023

Valid through

31.12.2023

APPLY NOW

Important Links

Experience with data entry software

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

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