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Mankind Recruitment 2023 – Mankind Jobs – Data Entry Staff Post

Hiring organization
Mankind Pharma

Job Location

India
Remote work from: IND

Date posted
July 31, 2023

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Valid through
31.12.2023

Base Salary

USD 15,500 - USD 21,500

APPLY NOW

Qualifications

Graduate

Employment Type

Full-time

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Description

Mankind Pharma Recruitment 2023

The Data Entry Staff is responsible for entering data into Mankind Pharma's systems in a timely and accurate manner. 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 data into Mankind Pharma's systems, such as customer information, product orders, and inventory levels.
- Verify the accuracy of data entry.
- Maintain accurate records of all data entry activities.
- Troubleshoot data entry problems.

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Mankind Pharma Careers

Requirements:

- Excellent typing skills.
- Strong 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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