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Myntra Recruitment 2023 – Jobs For Freshers – Data Entry Executive Job

Hiring organization
Myntra

Job Location

India
Remote work from: IND

Date posted
October 3, 2023

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Valid through
31.12.2023

Base Salary

USD 13,000 - USD 16,000

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Qualifications

12th / Graduate

Employment Type

Full-time

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Description

Myntra Recruitment 2023

The Data Entry Executive is responsible for entering and maintaining data in Myntra's systems. This includes data from customer orders, product inventory, and financial transactions. The ideal candidate will be accurate, detail-oriented, and have a strong typing speed.

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Myntra Jobs Near Me

Responsibilities:

- Enter and maintain data in a variety of systems
- Verify the accuracy of data
- Resolve data entry errors
- Create and maintain data entry reports
- Other data entry-related tasks as assigned

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Myntra Careers

Requirements:

- Excellent typing speed
- Accuracy and attention to detail

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint, Outlook)
- Ability to work independently and as part of a team

Important Links

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

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