

Pidilite Careers 2023 – Job Alert – File Clerk Posts

Job Location

India

Remote work from: Brazil

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Base Salary

USD 15,000 - USD 18,000

Qualifications

12th/Graduate

Employment Type

Full-time

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Description

Pidilite Recruitment 2023

Pidilite Industries is looking for a highly motivated and organized File Clerk to join our team.

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Pidilite Jobs Near Me

Responsibilities:

- Receive, sort, and file incoming documents
- Retrieve and deliver documents as needed
- Maintain accurate records of file contents
- Assist with other administrative tasks as assigned

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Pidilite Careers

Requirements:

- Excellent organizational and time management skills
- Proficient in Microsoft Office Suite
- Ability to work independently and as part of a team

Important Links [Attention to detail](#)

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

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Hiring organization

Pidilite

Date posted

June 23, 2023

Valid through

31.12.2023

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