Pidilite Careers 2023 – Job Alerts – Data Entry Executive Posts

Hiring organization
Pidilite

Date posted
July 28, 2023

Valid through
31.12.2023

APPLY NOW

Job Location
India
Remote work from: IND

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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

The Data Entry Executive is responsible for entering and maintaining data in Pidilite'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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Pidilite Jobs Near Me

Responsibilities:

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- 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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Pidilite 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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