



<https://jobfever.govhelp.in/job/sun-pharma-careers-2023-jobs-for-freshers-data-entry-staff-jobs/>

Sun Pharma Careers 2023 – Jobs For Freshers – Data Entry Staff Jobs

Hiring organization
Sun Pharma

Job Location

India
Remote work from: IND

Date posted
August 3, 2023

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Valid through
31.12.2023

Base Salary

USD 15,000 - USD 18,000

APPLY NOW

Qualifications

12th/Graduate

Employment Type

Full-time

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Description

Sun Pharma Recruitment 2023

The Data Entry Staff is responsible for entering data into Sun Pharma's computer systems. This includes tasks such as entering customer orders, product information, and financial data. The Data Entry Staff must be able to work independently and as part of a team, and must be able to maintain a high level of accuracy.

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Sun Pharma Jobs Near Me

Responsibilities:

- Enter data into Sun Pharma's computer systems.
- Verify the accuracy of data entry.
- Follow data entry procedures and guidelines.
- Escalate data entry errors to management as needed.

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Sun Pharma Careers

Requirements:

- Excellent typing skills.
- Proficient in Microsoft Office Suite.

- Attention to detail.

Ability to work independently and as part of a team.

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

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