



<https://jobfever.govhelp.in/job/sun-pharma-recruitment-2023-sun-pharma-jobs-data-entry-staff-post/>

## Sun Pharma Recruitment 2023 – Sun Pharma Jobs – Data Entry Staff Post

**Hiring organization**  
Sun Pharma

### Job Location

India  
Remote work from: IND

**Date posted**  
September 13, 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 information, product data, and financial data. The ideal candidate will have a strong typing speed and accuracy, as well as excellent attention to detail.

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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
- Resolve data entry errors
- Keep records of data entry activities

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#### Sun Pharma Careers

#### Requirements:

- Strong typing speed and accuracy
- Excellent attention to detail

- Ability to follow procedures and guidelines
- Proficient in Microsoft Office Suite

Ability to work independently and as part of a team

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

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