



<https://targetjob.govhelp.in/job/capgemini-hiring-jobs-jobs-near-me-data-entry-executive-posts/>

## Capgemini Hiring Jobs – Jobs Near Me – Data Entry Executive Posts

**Hiring organization**  
Capgemini

### Job Location

India  
Remote work from: IND

**Date posted**  
March 9, 2024

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**Valid through**  
31.12.2024

### Base Salary

USD 14\$ - USD 22\$

APPLY NOW

### Qualifications

Graduate

### Employment Type

Full-time

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### Description

## Capgemini Hiring Jobs

This is your chance to become a data master! You'll be responsible for entering and verifying data across various formats and platforms, ensuring its accuracy, completeness, and adherence to established standards. Your precision, speed, and dedication to quality will be essential in maintaining clear and organized information flow, contributing significantly to project success.

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### Capgemini Jobs near me

#### Responsibilities:

- **Data Entry:** Accurately and efficiently enter data from various sources (e.g., physical documents, digital files, scanned images) into designated systems.
- **Data Verification:** Thoroughly proofread and verify entered data for accuracy, completeness, and consistency with defined formats and regulations.
- **Data Management:** Organize and maintain electronic files and databases, ensuring proper filing and easy retrieval of information.
- **Quality Assurance:** Adhere to strict quality control measures, identifying and correcting data errors promptly.
- **Software Proficiency:** Become proficient in using data entry software, database management systems, and other relevant tools.

- **Adaptability and Flexibility:** Adapt to different types of data and projects, readily learning new procedures and systems.

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### **Capgemini Careers**

#### **Skills:**

- **Analytical Acumen:** Strong analytical and problem-solving skills with a passion for extracting insights from data.
- **Technical Savvy:** Proficiency in data analysis tools and programming languages like SQL, Python, or R.
- **Communication Catalyst:** Excellent written and spoken English, with the ability to communicate complex data findings effectively to non-technical audiences.
- **Team Player with a Can-Do Attitude:** Collaborative and adaptable, with a willingness to learn new technologies and contribute to a dynamic team environment.

**Tags:** Capgemini , recruitment, job opportunities, career, hiring, job search, job application, Capgemini careers, work at Capgemini , job openings, job vacancies, job opportunities at Capgemini , Capgemini jobs, Capgemini recruitment 2024, Capgemini hiring 2024

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