



<https://targetjob.govhelp.in/job/flipkart-recruitment-2024-freshers-job-data-entry-executive-post/>

Flipkart Recruitment 2024 – Freshers Job – Data Entry Executive Post

Hiring organization
Flipkart

Job Location

India
Remote work from: IND

Date posted
January 4, 2024

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Valid through
30.06.2024

Base Salary

USD 16,000 - USD 20,000

APPLY NOW

Qualifications

12th/Graduate

Employment Type

Full-time

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Description

Flipkart Recruitment 2024

As a Flipkart Data Entry Executive, you'll wear many hats with pride, each one ensuring information flows smoothly and fuels the engine of delivery magic. From meticulously entering product details and customer data to updating inventory and verifying orders, your dedication to accuracy and organization will be the invisible superheroes ensuring every product finds its happy ending. You'll be the foundation on which customer journeys rest, making sure every piece of information is squeaky clean and ready to pave the way for millions of satisfied deliveries.

Flipkart Jobs near me

Responsibilities:

- **Data Dynamo:** Accurately and efficiently enter product details, customer information, order data, and inventory levels into designated systems, ensuring every item is accounted for.
- **Validation Vigilante:** Double-check entered data for accuracy and completeness, identifying and rectifying any discrepancies before they impact deliveries or happy customers.
- **Accuracy Architect:** Maintain and update databases meticulously, ensuring information is readily accessible and organized for smooth order fulfillment and timely deliveries.
- **Communication Champion:** Assist internal teams (Operations, Customer Support) by providing accurate data and resolving queries related to orders and customer details.

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Flipkart Careers

Skills:

- **Typing Speed & Accuracy:** Excellent typing skills with a minimum speed of [mention expected speed] words per minute and a keen eye for detail.
- **Computer Proficiency:** Strong proficiency in MS Office Suite (Word, Excel, PowerPoint) and data entry software.
- **Attention to Detail:** Ability to work meticulously and identify and rectify errors in data or information.
- **Organizational Skills:** Strong organizational skills to manage multiple

tasks effectively and maintain data accuracy. **Important Links** Find the Link in [Apply Now](#) Button

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