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Flipkart Recruitment 2024 - Freshers Job - Data Entry Executive Posts

Job Location

India

Remote work from: IND

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Base Salary

USD 16,000 - USD 20,000

Qualifications

12th/Graduate

Employment Type

Full-time

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Description

Flipkart Recruitment 2024

As a Data Entry Executive, you'll play a crucial role in maintaining the accuracy and integrity of Flipkart's vast data ecosystem. You'll be responsible for inputting product information, customer details, order data, and other vital information into our systems, ensuring smooth operations and seamless customer experiences.

Flipkart Jobs near me

Responsibilities:

- Accurately and efficiently enter data from various sources, including scanned documents, online forms, and handwritten notes.
- Maintain data consistency by adhering to established formats and guidelines.
- Identify and rectify data errors to ensure data accuracy and completeness.
- Update and maintain databases with relevant information.
- Generate reports and perform data analysis tasks as required.
- · Collaborate with other teams to ensure data integrity and timely processing.

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Flipkart Careers

Skills:

Hiring organization

Flipkart

Date posted

January 6, 2024

Valid through

30.06.2024

APPLY NOW

- Excellent typing skills with a high level of accuracy (minimum 40 words per minute).
- Strong attention to detail and ability to identify and correct errors.
- Proficiency in data entry software (MS Excel, Google Sheets).
- Ability to work independently and meet deadlines.
- Excellent communication and interpersonal skills.

Importanteen and problem-solving skills in Apply Now Button

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