Swiggy Careers For Data Entry Post

Job Location
India
Remote work from: IN; US; AU; NZ; HK; JP; KZ; MY; SG; TW; TH; UZ; VN; AT; BY; BE; DK; FR; DE; GR; NL; RU; ES; CH; UK; GB; DZ; KW; MA; QA; SA; MX; AE; CA; GT; DO

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Base Salary
USD 10,000 - USD 15,000

Qualifications
10th/12th,Graduate, Post Graduate

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Employment Type
Full-time, Part-time

Hiring organization
Swiggy

Date posted
September 28, 2024

Valid through
31.12.2024

APPLY NOW

Description

Swiggy Careers For Data Entry Post

Position: Data Entry Executive
Location: Work From Home

About the Job

Are you looking for a simple data entry job? Swiggy is hiring! This is a great opportunity for anyone who wants to work from home. You will help us keep our data organized and accurate.

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Key Responsibilities

- Enter data into our systems quickly and accurately.
- Check data for mistakes and correct them.
- Keep our information safe and private.
- Work with other team members to solve data problems.
- Do regular backups to keep our data safe.

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Telegram Channel Now and Get notified Daily about the Latest Jobs

Requirements

- High school diploma or similar education.
- Good typing skills (40-60 words per minute).
- Basic knowledge of Microsoft Office, especially Excel.
- Attention to detail is very important.
- Good organizational skills.

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Benefits

- Work from home for better work-life balance.
- Flexible working hours.
- Opportunity to learn and grow in the company.
- Competitive salary.

How to Apply

If you are interested, please apply through the official Swiggy site. Make sure to submit your resume and a short cover letter. Good luck!

If You Want to Get Notification about Various Jobs, Join our WhatsApp Channel Now and Get notified Daily about Latest Jobs

Important Links

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

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