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Data Entry

Job Location

IN

Remote work from: IN

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Base Salary

Rs. 15,200 - Rs. 26,000

Qualifications

12th Passed & Graduate

Employment Type

Full-time

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Description

Dabur Careers – Work From Home Jobs – Data Entry

Company: Dabur

Position: Data Entry Operator

Location: Remote (Work From Home)

Dabur Jobs for Data Entry Apply Online

Details

Information Details
Company Dabur

PositionData Entry OperatorLocationRemote (Work From Home)Selection ProcessOnline Interview, Written Test

Qualification 12th Pass, Graduates

Skills Data Entry, MS Excel, Basic Computer

Knowledge

Eligibility Criteria Minimum Age: 18 years

Salary INR 15,000 – 20,000 per month

Experience Freshers and Experienced Candidates

can Apply

Apply Method Online Application

Application Medium Apply through Official Website

Last Date to Apply As soon as possible

Working Hours 9:00 AM – 6:00 PM, Monday to Friday

Job Description:

Hiring organization

Dabur

Date posted January 4, 2025

Valid through 30.09.2025

APPLY NOW

Looking for a job you can do from home? Dabur is hiring Data Entry Operators. This job is perfect for anyone who enjoys working with computers. You will be entering data, handling files, and using MS Excel. If you are good with basic computer skills and enjoy working online, this job could be a great fit for you!

Responsibilities:

- Enter data into the system accurately.
- Work with MS Excel and other software.
- · Organize files and documents.
- Keep track of important information.
- Ensure the data is entered correctly.
- · Communicate with the team through email.
- · Maintain confidentiality of company data.
- Follow company guidelines for data entry.
- Complete daily tasks on time.
- · Ensure the quality of work is high.
- · Report any issues to the supervisor.
- Work independently with minimal supervision.
- · Assist with other administrative tasks as needed.
- Stay updated with job-related information.
- Provide feedback to improve work processes.

Skills:

- · Good typing speed.
- Basic knowledge of MS Excel.
- · Attention to detail.
- · Time management skills.
- · Ability to work from home efficiently.
- Good communication skills.
- · Self-motivated and organized.

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- 12th Pass or Graduate.
- Basic computer knowledge.
- Must have a laptop or desktop with internet access.
- · Previous experience in data entry is a plus.

Experience:

- Freshers are welcome to apply.
- Both experienced and entry-level candidates can apply.

Apply Now:

If you're looking for a **work from home job** in **data entry**, apply today through Dabur's official website! Stay tuned for **free job alerts**, **job alerts**, and **fast job** updates from us!

Keywords:

jobs hiring near me, remote jobs, work from home jobs, part time jobs near me, payonant links sarkari jobs, free jobalent fast job kilohalent poly Now Button

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