



<https://jobquest.jobsworld.com/job/hdfc-bank-recruitment-2023-jobs-near-me-coordinator-posts/>

## HDFC Bank Recruitment 2023 – Jobs Near Me – Coordinator Posts

**Hiring organization**  
HDFC Bank

### Job Location

India  
Remote work from: India

**Date posted**  
February 7, 2023

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**Valid through**  
31.12.2025

### Base Salary

Rs. 18,000 - Rs. 22,000

APPLY NOW

### Qualifications

12th, Graduate

### Employment Type

Full-time

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### Description

## HDFC Bank Jobs in India

The coordinator will be responsible for the overall organization and functioning of the data science team.

### HDFC Bank Jobs Near Me

#### Qualifications:

- Proven experience as a coordinator or team leader
- Strong organization skills
- Excellent communication skills
- Good problem solving skills

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### HDFC Bank Work From Home

The Coordinator will support both the Director and Assistant Director of Admissions

by managing the day-to-day operations of the department.

**Responsibilities:**

- Coordinating and managing the data science team
- Ensuring that all members of the team are on track and meeting their deadlines
- Providing support and guidance to team members as needed
- Arranging team meetings and keeping track of meeting minutes

Updating the team's project status document regularly

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

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