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ICICI Bank Jobs 2023 – Jobs Near Me – Back Office Staff Post

Hiring organization
ICICI Bank

Job Location

India
Remote work from: India

Date posted
January 20, 2023

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Valid through
31.12.2025

Base Salary

Rs. 9,000 - Rs. 17,500

APPLY NOW

Qualifications

12th, Graduate

Employment Type

Full-time

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Description

ICICI Bank Recruitment 2023

Back office staff is responsible for handling the administrative and clerical tasks for the company.

ICICI Bank Jobs Near Me

Responsibilities:

-Management of the CEO and President's calendar -Preparation of meeting materials and agendas -Drafting correspondence -Interfacing with key stakeholders

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ICICI Bank Careers

Qualifications:

• Strong attention to detail • Ability to work independently • Strong organizational skills • Excellent customer service skills

Important Links

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