



<https://jobquest.jobsworld.com/job/meesho-recruitment-2023-jobs-near-me-file-clerk-post/>

Meesho Recruitment 2023 – Jobs Near Me – File Clerk Post

Hiring organization
Meesho

Job Location

India
Remote work from: India

Date posted
January 24, 2023

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Valid through
30.09.2023

Base Salary

Rs. 15,000 - Rs. 20,000

APPLY NOW

Qualifications

12th, Graduate

Employment Type

Full-time

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Description

Meesho Recruitment 2023

The file clerk is responsible for organizing and maintaining physical and electronic files.

Jobs For Freshers

Responsibilities: – Create and file new documents – Retrieve files from archive – Ensure documents are properly filed

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Meesho Work From Home Jobs

Requirements: – High school diploma or equivalent – Experience using computers and software programs, such as Microsoft Word and Excel – Ability to learn new software programs

Important Links

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

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