



<https://jobtalent.jobcitylive.com/job/flipkart-recruitment-2023-jobs-near-me-back-office-assistant-posts/>

## Flipkart Recruitment 2023 – Jobs Near Me – Back Office Assistant Posts

**Hiring organization**  
Flipkart

### Job Location

India  
Remote work from: India

**Date posted**  
March 1, 2023

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**Valid through**  
31.12.2023

### Base Salary

Rs. 10,000 - Rs. 17,000

APPLY NOW

### Qualifications

12th pass & Graduate

### Employment Type

Full-time

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### Description

#### Flipkart Recruitment 2023

Back Office Assistant positions are responsible for a variety of important administrative tasks that are vital for the successful operation of a business.

Jobs Near Me

#### Responsibilities:

- Handle customer inquiries.
- Data entry.
- Prepare reports.

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Flipkart Careers

#### Skills:

- Strong communication skills.
- Detail oriented.
- Computer skills.

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

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