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HDFC Bank Jobs 2023 – Bank Jobs – Office Manager Posts

Job Location Mumbai, Maharashtra, India Remote work from: India

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**Base Salary** Rs. 11,000 - Rs. 17,000

#### Qualifications

Graduate

## **Employment Type**

Full-time

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Description

# **HDFC Bank Recruitment 2023**

The office manager is responsible for maintaining the organization and functionality of the office.

# **Jobs Near Me**

### **Responsibilities:**

Overseeing all administrative tasks

Managing office staff

Liaising with clients and suppliers

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HDFC Bank Careers

**Qualifications & Skills:** 

Proven experience as an office manager

Strong organizational skills

Hiring organization HDFC Bank

Date posted January 16, 2023

Valid through 31.12.2025

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