

HDFC Bank Jobs 2023 – File Clerk Posts

Job Location

Mumbai, Maharashtra, India
Remote work from: India

(adsbygoogle = window.adsbygoogle || []).push({});

Base Salary

Rs. 16,000 - Rs. 22,000

Qualifications

12th pass & Graduate

Employment Type

Full-time

(adsbygoogle = window.adsbygoogle || []).push({});
(adsbygoogle = window.adsbygoogle || []).push({});

Description

HDFC Bank Recruitment 2023

The file clerk is responsible for organizing and maintaining the company's physical and digital files.

Jobs Near Me

Responsibilities:

- Organize and maintain the company's physical and digital files
- Create and organize digital folders
- Label and scan documents

(adsbygoogle = window.adsbygoogle || []).push({});

HDFC Bank Careers

Skills:

- Proven organizational skills

Strong attention to detail

Important Links

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

(adsbygoogle = window.adsbygoogle || []).push({});

Hiring organization

HDFC Bank

Date posted

February 27, 2023

Valid through

31.12.2025

APPLY NOW