

## HDFC Bank Recruitment 2023 – Bank Job – File Clerk Posts

**Hiring organization**  
HDFC Bank

### Job Location

Mumbai, Maharashtra, India  
Remote work from: India

**Date posted**  
January 21, 2023

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**Valid through**  
31.12.2025

### Base Salary

Rs. 11,000 - Rs. 18,000

APPLY NOW

### Qualifications

Graduate

### Employment Type

Full-time

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### Description

## HDFC Bank Recruitment 2023

The File Clerk is responsible for organizing and maintaining physical files and electronic files, retrieving files as needed, and preparing files for scanning.

### Jobs Near Me

#### Responsibilities:

- Organize and maintain physical files
- Organize and maintain electronic files
- Retrieve files as needed

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**HDFC Bank Careers**

#### Skills:

Ability to stay organized in a fast-paced environment

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

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