

## HDFC Bank Recruitment 2023 – Freshers Jobs – File Clerk Post

**Hiring organization**  
HDFC Bank

### Job Location

Mumbai, Maharashtra, India  
Remote work from: India

**Date posted**  
January 19, 2023

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**Valid through**  
31.12.2025

### Base Salary

Rs. 16,000 - Rs. 22,000

APPLY NOW

### Qualifications

12th pass & Graduate

### Employment Type

Full-time

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### 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

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**HDFC Bank Careers**

#### Skills:

- Proven organizational skills

Strong attention to detail

**Important Links**

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

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